



## COORDINATED HOUSELESS RESPONSE OFFICE (CHRO) Board Meeting Agenda

8:00 – 9:30 AM on Thursday, June 13th, 2024

**Click this link to access the meeting via Zoom:**

<https://us02web.zoom.us/j/81425690298?pwd=ZUpTYnVzTEhyVFd0V1FIZXBwMkVkdz09>

### Agenda

- |     |   |  |
|-----|---|--|
|     | 8:00 AM 1. Introductions and Agenda Review  | Chair Adair                              |
|     | 8:02 AM 2. Approval of Minutes & Review of Financials<br><i>Attachments A &amp; B</i>                                   | Chris Ogren                              |
| 2   | 8:05 AM 3. Guidance from OHCS & LOC re: HB4123 Sustainability   | Mike Savara, OHCS<br>& Ariel Nelson, LOC |
| 3+4 | 8:20 AM 4. Funding for RFQ Projects<br><i>Attachment C</i> - Shelter Pod Funding<br>Deschutes County ARPA<br>CHRO Funds | Tammy Baney<br>Erik Kropp<br>All         |
| 2+4 | 8:45 AM 5. HLC Response to Data Request   | Eliza Wilson &<br>Molly Heiss            |
| 3   | 8:55 AM 6. CHRO Roundtable Discussion and Preparation   | All                                      |
|     | 9:10 AM 7. CHRO Subcommittee Concept<br><i>Attachment D</i>   | Vice-Chair Perkins                       |
|     | 9:25 AM 8. Public Comment   |  |
|     | 9:30 AM 9. Other Items & Adjourn  |  |



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## COORDINATED HOUSELESS RESPONSE OFFICE (CHRO) Board Meeting Minutes

11 – 12:30 pm on Thursday, May 16th, 2024  
Deschutes Services Building, 1300 NW Wall St., Bend, OR

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*Attendance: Commissioner Adair, Chair, Deschutes County; Councilor Zwicker, City of Redmond; Councilor Blum, City of Sisters; Councilor Perkins, Vice-Chair, City of Bend; Mayor Richer, City of La Pine; Tammy Baney, COIC; Nick Lelack, County Administrator – Deschutes County; Erik Kropp, Deschutes County; Chris Ogren, CHRO; Eric King, City Manager - City of Bend; Molly Heiss, NeighborImpact; Mickie Derting, City of Bend; Jean Hrabik, COIC; Kerry Prosser, City of Sisters; Linda Cline, City of Redmond; Brook O'Keefe, City of Bend; Steven Emerson, Deschutes County; Gwenn Wysling, Bethlehem Inn; Linda Murrer, Community Member; John Lodise, Homeless Leadership Coalition; Mary Winters, City of Bend; Sharlene Weed, Community Member; Captain William Bailey, Deschutes County Sheriff's Office; Lynd Wieman, Community Member; Naomi Arellano-Summer, Bend Bulletin; Ashley Smith, mperfectly; Chuck Hemingway, Community Member; Commissioner Chang, Deschutes County; Commissioner DeBone, Deschutes County; Nicky Meritt, Central Oregon Villages; Colleen Thomas, Deschutes County; Janice Garceau, Deschutes County; Jessica Gamble, Home More Network; Leslie Hopper, Community Member; Rick Russell, Mountainview Community Development.*

### 1. **Call to Order**

Chair Adair called the meeting to order at 11:00.

### 2. **Approval of Minutes & Review of Financials**

Chair Adair reviewed the minutes from the meeting on April 25th, 2024, and the financials. Chair Adair requested a correction to the minutes related to the Bethlehem Inn.

**VOTE:** Councilor Perkins motioned approval of the April 25<sup>th</sup> Minutes. Mayor Richer seconded the motion. The motion passed unanimously.

### 3. **HLC Response to Data Request**

Molly Heiss, with NeighborImpact introduced the written response to the CHRO's recent request for more partnership on data sharing with the Continuum of Care. Molly shared challenges NeighborImpact has faced in terms of securing sustainable funding to support regional data needs and noted that The Continuum would return to the June CHRO meeting with a clearer picture of needs to execute on the CHRO's request. Councilor Perkins noted that transparent data is a goal outlined in the CHRO's Strategic Plan and would support a future conversation about funding needs.

**4. BIRCH Update**

Gwenn Wysling provided an update on the Bethlehem Inn Redmond Community Housing or BIRCH, which recently transitioned from a congregate shelter to a rehousing project. Gwenn shared recent videos highlighting some early successes in the program, and invited the CHRO Board to come tour the newly renovated units to learn more about the program and help champion the transition in the community.

**5. RFQ Recommendations and Next Steps**

Chris Ogren provided a presentation on the results of the CHRO Request for Qualifications (RFQ) and shared the scoring team's results with the Board. Chris walked through a brief overview of each project application, explaining the project concept, highlighting questions and concerns from the review team, and sharing the review team's recommendations for scoring. Chris noted staff recommended future developments in this procurement process go through landowning and funding entities, rather than the CHRO facilitating the entire process, given specific questions about each project. The board agreed with staff's recommendations.

**VOTE:** Councilor Perkins motioned approval of the Intergovernmental Review Team's scoring recommendations and next steps. Mayor Richer seconded the motion. The motion passed unanimously.

**6. Strategic Plan Discussion**

Chris Ogren provided a presentation about the CHRO's Strategic Plan and progress since inception of the plan on August 14<sup>th</sup>, 2023. Chris noted that, going forward, CHRO agendas will reflect which agenda items relate to which sections of the Strategic Plan. Chris reviewed each section of the Strategic Plan and covered recent accomplishments of the CHRO over the past year. Councilor Perkins requested a presentation in June from the State on the future of HB4123 Offices.

**7. Community Updates**

**La Pine** – Mayor Richer shared the City of La Pine was continuing to work through their infrastructure project, which started at \$23 million and is now at \$47 million.

**Sisters** – Councilor Blum shared that Sisters Habitat for Humanity received a sizable grant from the state of Oregon to increase workforce housing. Councilor Blum shared the amount of the grant was \$4.75 million for the Adams Commons project to build 19 housing units, and another \$1.45 million for 5 units in the Woodlands development.

**Bend** – Councilor Perkins shared a recent presentation provided about housing and homelessness by Dr. Gregg Colburn, to the Building a Better Bend nonprofit group.

**8. Public Comment**

Ashley Smith explained her experience working with individuals experiencing homelessness in Central Oregon and noted she'd be coming to the next CHRO meeting to provide more information.

Linda Murrer suggested that the CHRO source funds from grants or local governments to subsidize rents in Bend and help people move into currently vacant units. Linda proposed capping rent payments at \$900 per month and setting up a system to pay for the difference.

Jessica Gamble asked Gwenn Wysling how the Bethlehem Inn is helping people with their vehicles. Gwenn noted clients are treated on an individual basis and said she would follow up with case managers to learn more about their efforts to support people with their vehicles.

Jenny Lingard explained she had recently performed outreach to people camping at Juniper Ridge and had concerns about the living conditions of people living there.

**9. Other Items and Adjourn**

Chair Adair noted the next CHRO Board Meeting was scheduled for June 20th and adjourned the meeting @ 12:33.

DRAFT

DESCHUTES COUNTY - DEPARTMENT BUDGET LEVEL  
FISCAL YEAR 2025

6/10/2024

ACCOUNT NUMBER - DESCRIPTION -----	FY 2022 ACTUALS -----	FY 2023 ACTUALS -----	FY 2024 ADJ BUDGET -----	YTD END OF JUN '24 -----	FY 2025 DEPARTMENT -----	\$ BDGT CHG FR FY 2024 -----	% BDGT CHG FR FY 2024 -----
FUND - 205 Joint Houselessness Task Force							
ORG 2051150 Joint Houselessness Task Force							
2051150 301000 - BEG NET WORKING CAPITAL	0	0	789,400	13,337	0	-789,400	-100.00
2051150 334012 - State Grant	0	192,705	0	807,295	730,000	730,000	100.00
2051150 343013 - Other Revenue - Misc	0	10,633	0	28,698	2,000	2,000	100.00
2051150 361011 - Interest-Pooled Investments	0	13,337	19,700	21,349	20,000	300	1.52
** ORG - 2051150 RESOURCES	----- 0	----- 216,676	----- 809,100	----- 870,680	----- 752,000	----- -57,100	----- -7.06

DESCHUTES COUNTY - DEPARTMENT BUDGET LEVEL  
FISCAL YEAR 2025

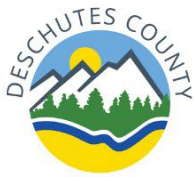
6/10/2024

ACCOUNT NUMBER - DESCRIPTION	FY 2022 ACTUALS	FY 2023 ACTUALS	FY 2024 ADJ BUDGET	YTD END OF JUN'24	FY 2025 DEPARTMENT	\$ BDGT CHG FR FY 2024	% BDGT CHG FR FY 2024
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FUND - 205 Joint Houselessness Task Force							
ORG 2051150 Joint Houselessness Task Force							
2051150 410101 - Regular Employees	0	125,566	226,301	65,238	80,285	-146,016	-64.52
2051150 410201 - Extra Help (Temp Employee)	0	0	0	442	0	0	0.00
2051150 410301 - Overtime	0	2,366	0	6,807	4,000	4,000	100.00
2051150 410401 - Time Management	0	11,841	0	0	0	0	0.00
2051150 420101 - Health-Dental Ins (ISF)	0	19,010	40,882	21,240	27,393	-13,489	-32.99
2051150 420201 - PERS Employee-Employer	0	11,068	53,368	16,494	5,882	-47,486	-88.98
2051150 420202 - PERS - Fund 575 for D-S	0	960	3,452	1,076	1,916	-1,536	-44.50
2051150 420301 - FICA	0	11,127	17,682	5,298	16,360	-1,322	-7.48
2051150 420401 - Workers' Comp Insurance	0	157	118	41	118	0	0.00
2051150 420501 - Unemployment Insurance	0	487	706	268	570	-136	-19.26
2051150 420601 - Life-Long Term Disability	0	353	638	278	782	144	22.57
2051150 420801 - Paid Leave Oregon	0	383	907	279	825	-82	-9.04
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* JHTF PERSONNEL	0	183,317	344,054	117,460	138,131	-205,923	-59.85
2051150 430620 - ISF Facilities	0	0	714	714	785	71	9.94
2051150 430625 - ISF Administration	0	0	2,981	2,981	4,327	1,346	45.15
2051150 430628 - ISF BOCC	0	0	717	717	1,669	952	132.78
2051150 430630 - ISF Finance	0	0	4,400	4,400	5,408	1,008	22.91
2051150 430631 - ISF Finance-HR Proj Reserve	0	0	80	80	0	-80	-100.00
2051150 430650 - ISF Human Resources	0	0	2,903	2,903	3,360	457	15.74
2051150 450091 - Recruitment	0	10,812	0	0	0	0	0.00

DESCHUTES COUNTY - DEPARTMENT BUDGET LEVEL  
FISCAL YEAR 2025

6/10/2024

ACCOUNT NUMBER - DESCRIPTION	FY 2022 ACTUALS	FY 2023 ACTUALS	FY 2024 ADJ BUDGET	YTD END OF JUN'24	FY 2025 DEPARTMENT	\$ BDGT CHG FR FY 2024	% BDGT CHG FR FY 2024
FUND - 205 Joint Houselessness Task Force							
ORG 2051150 Joint Houselessness Task Force							
2051150 450094 - Program Expense	0	1,796	225,000	1,186	350,000	125,000	55.56
2051150 450098 - Dept Employee Recognition	0	0	40	0	50	10	25.00
2051150 450820 - Travel-Accommodations	0	409	0	276	500	500	100.00
2051150 450850 - Travel-Ground Trans-Parking	0	54	0	17	50	50	100.00
2051150 450860 - Travel-Meals	0	29	0	102	150	150	100.00
2051150 450870 - Travel-Mileage Reimb	0	705	0	295	500	500	100.00
2051150 460320 - Meeting Suppl (Food etc.)	0	80	0	0	200	200	100.00
2051150 460610 - Computers & Peripherals	0	6,135	0	(1,781)	0	0	0.00
* JHTF MATLS & SVCS	0	20,021	236,835	11,890	366,999	130,164	54.96
2051150 521851 - Reserve for Future Expenditu	0	0	228,211	0	246,870	18,659	8.18
* JHTF RESERVE FOR FUTURE	0	0	228,211	0	246,870	18,659	8.18
** ORG - 2051150 REQUIREMENTS	0	203,338	809,100	129,350	752,000	-57,100	-7.06
*** TOTAL FUND 205 RESOURCES	0	216,676	809,100	870,680	752,000	-57,100	-7.06
*** TOTAL FUND 205 REQUIREMENTS	0	203,338	809,100	129,350	752,000	-57,100	-7.06



**TO:** CHRO Board

**FROM:** CHRO Staff

**Meeting Date:** Thursday, June 13th

**Subject:** Board Direction on Use of \$1.1m in Shelter Pod Funding from Governor Kotek

In 2023, the cities of Bend, Redmond and Deschutes County engaged the Governor's Office seeking support to address the unsheltered homelessness crisis in Deschutes County. Governor Kotek responded and graciously approved \$1.1 million to be used to help develop additional micro-shelter units, or shelter pods, in Deschutes County. This funding will be added to the Executive Order contract currently held by COIC. COIC is prepared to allocate these funds to support the CHRO's vision of addressing unsheltered homelessness in Deschutes County. With last month's Board vote on recommendations for the CHRO RFQ, staff is looking to the Board for guidance on a process to provide money from this fund to support the RFQ award process.

The \$1.1 million is restricted for capital costs directly related to the addition of 65 +/- beds/units. Alternative resources are required for long term operational funding. This funding must be allocated by June 30, 2025. The units are not restricted to a specific design or brand, they may be customized to fit the needs of each provider or unit occupant.

**Question:** Does the CHRO Board want to allocate the Governor's Shelter Pod Funding (\$1.1m) in support of the projects that were awarded Tier 1 and Tier 2 status by the CHRO Board? If yes, how much?





## Options:

- CHRO determines an average cost *for each unit*; directs COIC to award funding based on a not to exceed amount per unit.
- CHRO determines an average cost *for total project cost* including unit cost. Request COIC to administer funds for infrastructure/staffing/etc. in conjunction with option 1.
  - Ex: Projects may only need pod funding, others may only need infrastructure funding, but COIC would be empowered to help negotiate with all projects.
- In coordination with each project sponsor (City/County) and the Tier 1 or 2 project proposer, COIC identifies the total project costs including infrastructure/staffing needed, and contracts with the project sponsor for a not to exceed amount.
- Request COIC to conduct a shortened RFP process for the Tier 1 and 2 projects and/or for any project that is seeking shelter pod funding. Engage CHRO with outcome.
- Request that COIC administer the funds as approved within the guidelines associated with the funding.



# Summer Workgroups



Any Board member can attend the meeting, no assignments



Prior notice of participation is essential so meeting can be noticed if quorum is reached

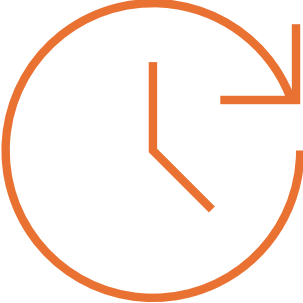


No meetings July or August



Report back to group on progress in September

# Two Workgroups Proposed



## **CHRO 2.0**

With guidance from State partners and from other HB4123 communities, guide the CHRO into the next phase, while advocating for regional response funding to the state legislature.



## **Homelessness Funding**

Follow the direction from the CHRO Board to ensure funds are being utilized for approved projects (Data Dashboard, RFQ/RFP, China Hat) and help cut red tape and break barriers.