



Minutes

Affordable Housing Advisory Committee

2:04 PM, Wednesday, May 27, 2020

Meeting will be convened online via WebEx due to COVID-19 concerns.

Staff Liaisons: Lynne McConnell and Racheal Baker

Roll Call: Cindy King, Kathy Austin, Richard Bonebrake, Priscilla Buck, David Haines, Matt Martino, Alison Hohengarten

Councilors Campbell and Livingston

- **Meeting logistics**

Cindy King went over meeting logistics.

- **Public comments**

None.

- **Conflict of Interest Declarations**

Matt Martino – potential conflict, may represent a borrower some time in the future but is not currently.

Cindy King – potential conflict due to her role as real estate broker. No current clients applying.

Kathy Austin – none

Richard Bonebrake – none

Priscilla Buck – none

David Haines – potential conflict, is a recruiter but not currently working with anyone who is an applicant.

Alison Hohengarten – none. KOR is a client of her firm but she does not directly work with them.

- **Staff overview of funding**

CARES Act removed the service cap on CDBG funding and we received \$268,000 in additional funding. Must be linked to COVID-19. Duplication of benefits is not allowed, no other federal funds for same items. Faith based organizations cannot engage in inherently religious activities and other restrictions. There are CDBG limitations on cash assistance; however, rent assistance is okay within parameters. Services admin costs are limited. Must be related to Consolidated Plan also. \$817,000. There is the possibility of additional money coming down from federal sources. Staff encourages contingency awards so don't have to do a full RFP process again. Timeline: July 1 at the earliest.

Four previous presentations did not require a COVID relationship since they were program funding. Can award all to public service if want.

Annual Action Plan (AAP) has been submitted to HUD after last deliberations. Would need to amend AAP after Council approves these awards. HUD has 5 days to approve. CARES Act shortened public comment period to 5 days.

- **CDBG Applicant Presentations and Q&A**

- **FUSE – Bruce Abernethy and Roger Moore**

Chronically homeless and those with severe health conditions. Trying to bring housing first model to Central Oregon. Housing, Health Care and Services. Frequent User System Engagement (FUSE). They have received funds from others and are working with partners. Will serve 8 individuals over a 12 month period. Housing in place, health

care in place. Services and case management missing. Want to fund a part-time FUSE project manager, in kind and paid staff from CDBH. Portion of FUSE and DCHS personnel costs.

Cindy King – how can you be sure that funding is not duplicated. Bruce – looking at services only. Have you seen a greater need recently? Yes, Thrive having to do check-ins via phone. Making a bad situation worse.

Kathy Austin – please clarify family vs individuals. Response – individuals. Cost higher because of who is being helped who are an expensive population to serve. Looked at best practices.

- Volunteers in Medicine – Kat Mastrangelo
Focusing on diversity for Board of Directors.
Eligibility – no insurance, low income <250% poverty level. Low income or extremely low income. Over 1,200 patients. 90% are Spanish speaking. 50% are residents of Bend. The use pro bono providers and RX is donated.

Since COVID – need medications, have lots of questions and concerns. Trying to keep volunteers. Unanticipated costs such as webcams, laptops, had to update telecommunications equipment, make facilities improvements, obtain additional PPE and cleaning costs. They are expecting additional uninsured. They receive no other federal funding.

Kathy Austin – question about telemedicine if people don't have access to equipment. Will continue later. Response – have also been doing telephone calls/conference calls. Could do telehealth from clinic with the volunteer doctors. They have lower no show rates.

- Thrive – Bend Services. Sarah Mahnke (previously Sarah Kelley)
Outreach Services Manager- primary Bend staff. Currently connecting with 200 unique households per month (down from 300). Had to shift model away from walk in sites. Had to go to phone. Lull with eviction moratoriums and additional unemployment benefits but will eventually skyrocket. Historically turning away 1-3 people. Couldn't do fundraiser. 6 FTES, 2 through Americorp. Lost one of those positions. Requesting \$52,000 to fill staffing support and service gaps.
- Thrive – Rental Assistance
Rent Assistance to support COVID-19 impacted households. Have never had funds in past to directly pass through. Have \$22,000 to directly help already. Requesting approximately \$232,000. Have relationships with these families and property management companies.

Kathy Austin – how many households will be served? Can you make do with less?
Response: broken into tenant months – 150 months. Every bit does matter.

Matt Martino – how you are going guarantee and manage so is not duplicated from other organizations. Are you issuing directly to landlords? Response: issued directly to landlords. Providing bill of what is due. NeighborImpact is other organization with rent assistance. Working with them on tracking. Have relationships with many of the people.

- Shepherd's House - Wendy Aikin, Curt Floski
Serve homeless and chronically homeless. Wants to reopen Bend Winter Shelter.

\$500,000 – pay roll cost for 3 shelter locations to separate men, women and families, if social distancing is required. \$270,470 for one shelter without social distancing.

Currently have 2 shelters which are typically at capacity during the winter. No place for 300 unique individual identified at Sheriff's Annex Shelter. Seeing surge in people coming to them in past 75 days. Provide safe shelter, meals, clothing and toiletries, partner with other providers for services. Timeline Nov 1 – March 31, 2021 season. Also a pre and post season.

Kathy Austin - \$500k is more than half of we have to give out. How can you manage with less than ask? Response – with social distancing requirements, would be able to shelter less.

Cindy King - have you been in discussions on specific sites? Response – had call with Bend Property Manager. Have had issues with finding a facility. Need to partner with City and County. Question asked of what they are you looking for. Response – centrally located would be best case.

- Saving Grace – Trish Meyer
Domestic and sexual violence intervention program. Have an emergency shelter, 24 hour help line, advocacy services, supervised visitation and exchange center for child visits. Therapy services program. See close to 5,000 people a year in all programs. Covid-19 impact: 20% increase in domestic violence calls. Pivoting to provide virtual services. Starting a chat line. Counseling program is part of continuum of services.

Cindy King – is 20% increase in calls still realistic since you wrote this application. Lull at first. In last 2 weeks, increase in those needing shelter immediately.

- NeighborImpact – HomeSource Sonia Capece
Focus on home ownership and retention. Working with 160 Bend residents. \$32,570. Covid is having significant impact on income. Anticipating decrease in Bend residents being able to afford a home. Retaining homeownership is critical. Looking at what will help when foreclosure moratorium ends. Added a foreclosure prevention focused workshop. Created short videos on fair housing.
- J Bar J – Loft - Liz Langmas
\$16,199. Emergency case management staff. Covid-19 related. Services have increased. Staffing has been limited due some staff having to stay at home. Also have a hiring freeze. Guidance for congregate care is stringent. Have to maintain ratios. Have overtime requirements for dedicated case management position. Monitoring residents and staff for symptoms and also monitoring social distancing. Have to be educational facilitators for online schooling.
- COCOA – Kathy Schroeder
Second request. Last for kitchen equipment assistance. Up 23% over past couple of months. \$47,548.80 to fund in-house chef/cook. This week only got 16% of food requested from regular providers. First priority is for equipment. SAGE certification is to help work with senior LGBTQ adults which is part of their DEI effort. Earned income took

a hit four years ago. Corrected interpretation of requiring payment for Meals On Wheels. They now have invoices that suggest payment but do not require.

Kathy Austin – clarify that important ask is for equipment. Response: yes. Also may be able to work with interns from COCC.

Richard – COVO has good source of fresh produce. Check with them. Response: getting from Aloha Produce. She is getting some already. Thank you for the suggestion. Got a USDA grant.

- Bethlehem Inn Gwenn Wysling

Amendment to request approved but not fully funded. Low and moderate income and homeless and special needs. Case management is essential. Volunteer hours down. Due to Covid – 19 more people than ever will be falling into difficulties. Case management staff partnering with agencies. Importance in identifying areas to help residents. 7 domains: housing, employment, income, health coverage, mental health, safety, well-being. Evaluating and measuring impact. Improvement in well being and employment. Want to be prepared for future needs. Last request is for wardrobes.

Kathy Austin – has fundraising gone down? Response: Had some efforts, but worried about donor fatigue. Asked for \$60,000 for case management, granted \$22,000 last round.

Cindy King – question regarding outreach. Response – outreach to define individual who does community outreach. Works with donors and volunteers.

- Bend Church- Rev. Thom Larson

Applying for \$20,000 to help with compassionate care fund. Church would match with \$10,000 from general fund. Help with rent, utilities, gas, DMV, birth certificates, medical and health costs. Expecting increase for financial assistance. Would keep separate records for CDBG funds. Possibly partnering with others. If not, will do HMIS training.

Matt Martino – how are you going to ensure that no duplicate services? Response – would be in touch with other organizations and landlords. Would track. Money would go directly to landlord.

Priscilla Buck – in past, what is percentage of funds that have gone to non-members vs members. 90%- 95% of compassionate care funds go outside to non-members and non-attendees of the church. They usually help church members with food, utilities. What is definition of low income? Response – comes with need. Do not check income levels. Usually referred from elsewhere.

Kathy Austin – do you require participation? Response: do not require, they ask no questions regarding faith. Suggestion made to look at income qualifications. Move in that direction. Response: would be happy to do. Hasn't been required in past.

- **Committee deliberations**

Have \$817,710.68

David Haines – KOR said okay to not fund them and use funding for others. Stress earliest use. Shepherd's House is concerning in regards to timing. Others have ability to put funds to use in quick manner.

Cindy King – Regarding Shepherds House warming shelter, site is not ready. Is a concern for her too. Agrees with David.

Kathy Austin – looking at numbers, reasonable small asks and large asks. All worthy. Cutting big asks in half. 70% for small asks. A bit extra for Shepherds House. Council on Aging – splitting money for both. More for kitchen equipment.

Priscilla Buck – She is concerned with current environment, in coming weeks people will lose shelter and homes. Feels strongly that rental assistance is important to stave off rising homelessness. Once people are homeless, cost is 4 to 5 times higher to get them off street and can turn into chronic condition. Efforts to keep people housed. Bend Church was touching but worried about ability to execute without financial review practices already in place.

Matt Martino – agree with Priscilla. Rental assistance will be massive priority. Will help keep people in housing but will help landlords too. Also concerned about Bend Church. Shepherds House – could do as a contingency from Heroes funds if any. If took off Shepherds House, Bend Church, KOR, and decreased funding for chef for COCO, could fund everything else to full ask.

Kathy Austin asked about whether thinks there will be additional funding. Lynne responded there are no guarantees at all.

Maybe move funds from wardrobes to Shepherds House. Might help them secure location. Wardrobes are important but meets a need that is hard to score.

Alison Hohengarten likes spreadsheet but commented that Bend Church was for rental assistance. Matt Martino stated his hesitancy is the concern on how they would meet CDBG requirements. Maybe take from VIM. Asked Lynne and Racheal for any comments. Racheal has concerns about income qualifications. Is a big administrative burden. Also Thrive helps many of the same people.

Richard Bonebrake – for starters agrees with Kathy on lockers. Not as necessary as other things. Rental assistance is a drop in the bucket. How can we administer something that is fair?

Matt Martino said we help where we can. Cindy - Thrive has network. Puts a dent in it.

Cindy asked about a contingency fund, should it be a separate motion? Do we need dates? For application purposes only? Lynne – suggests any additional funds received in CY2020 then would be contingency. If there is lots of money, we would talk. Cap and move forward into next allocation.

Motion: I move to recommend that Council approve allocation of \$55,000 to Fuse, \$30,308, to VIM, \$232,221 to Thrive for rental assistance, \$52,064 to Thrive, \$75,406 to Shepherd's House for winter warming shelter, \$52,943 for Saving Grace, \$32,570 for NeighborImpact HomeSource, \$16,199 for J Bar J Loft, \$34,055 for Council on Aging chef, \$39,084 for Bethlehem Inn case management, \$150,000 for Habitat for homeownership financial assistance and \$47,861 for Council on Aging kitchen equipment. Matt Martino made motion. Kathy Austin seconded. Alison Hohengarten: aye, David Haines: aye, Kathy Austin: yes, Matt Martino: yes, Priscilla Buck: aye, Richard Bonebrake: aye, Cindy King: aye. All in favor.

Contingency for additional funds, if any, received in CY 2020.

Matt Martino: Shepherd's House two scenarios. 1) Up to Shepherd's House at a lower ask, 2) then Chef for COCA, 3) Shepherd's House - full ask.

Kathy Austin: money for chef not as critical since may be able to use interns. Would prefer to go to Warming Shelter. Covid will likely still be around during winter.

Cindy King is in agreement with Kathy. Top goal is to assist with homeless shelters per the Con Plan and survey results and goals.

Motion: I move to recommend Council approves awarding any additional funds we receive in calendar year 2020 as contingency funds to be awarded to Shepherds' House Winter Warming Shelter, up to \$424,000 Allow staff flexibility if funds come in for less. Matt Martino made motion. Kathy Austin seconded. Alison Hohengarten: aye, David Haines: aye, Kathy Austin: yes, Matt Martino: yes, Priscilla Buck: aye, Richard Bonebrake: aye, Cindy King: aye. All in favor.

- **Staff report**

Citizen Participation Plan (CCP): Cares Act shortened length of time. Draft of updated CPP will be reviewed at next meeting.

Council felt AHAC is the best group to help determine a developer assistance program for MCURA.

Lynne wanted to share the Summary of Actions that the City took in response to Covid-19 in helping community out. It is already outdated. Lynne will send out afterwards.

Matt asked about Oregon allowing e-signing for property transactions. Matt to send Lynne an email which she will forward.

Lynne will send spreadsheet. Send scoring sheets to Racheal.

- **Adjourned at 5:50 pm**