



MARCH 2021 MEETING BOARD OF DIRECTORS

THURSDAY, MARCH 25, 2021

LOCATION:

MWVCAA March 2021 Full Board Meeting
Thu, Mar 25, 2021 5:30 PM - 7:30 PM (PDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/157989701>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 157-989-701

COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

Helping People Changing Lives

**COMMUNITY ACTION AGENCY
BOARD OF DIRECTORS
AGENDA
March 25, 2021**

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Mission

Empowering people to change their lives and exit poverty by providing vital services and community leadership.

Vision

All people are respected for their infinite worth and are supported to envision and reach a positive future.

I.	Welcome and Introductions	5:30
II.	Public Comment	5:35
III.	Approval of Agenda	5:40
IV.	Consent Calendar	5:45
	1. February 2021 Full Board Meeting Minutes	
	2. March 2021 Executive Director Report	
	3. March 2021 Chief Financial Officer Report	
	4. March 2021 Chief Operations Officer Report	
	5. March 2021 Program Director Reports	
	6. March 2021 Committee Meeting Minutes	
V.	Board Business	5:55
	1. Executive Director's Report	
	2. EHS CCP (Early Head Start Child Care Partnership) Continuation Grant – <i>Approval</i>	
	3. Head Start Federal COLA HS/EHS/Expansion Application – <i>Approval</i>	
	4. Head Start Federal COLA EHS CCP Application - <i>Approval</i>	
	5. Audit Update	
	6. Financials – <i>Approval</i>	
VI.	Executive Session	6:30
VII.	Return to Regular Session	7:00
VIII.	Adjournment	7:30

Next board meeting: Thursday, April 22, 2021

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Meeting
February 25, 2021
MINUTES

ATTENDANCE:

Board of Directors:

Present:

Candi House	Jade Rutledge	Lyle Mordhorst	Steve McCoid
Catherine Trottman	Jon Weiner	Michael Vasquez	
Erika Romine	Kevin Karvandi	RW Taylor	
Helen Honey	Linda Bednarz	Shelaswau Crier	

Absent: Melissa Baurer

Others Present:

Program Directors/Staff/Guests:

Jimmy Jones, Executive Director
Helana Haytas, Chief Operations Officer
Kaolee Hoyle, Chief Financial Officer
Ashley Hamilton, CRP/ARCHES Program Director
April Cox, Director of Specialty Courts & Reentry Services
Rogelio Cortes, Weatherization Program Director
Sue Maxwell, Nutrition First Program Director
Eva Pignotti, Head Start/Early Head Start Program Director
Tricia Ratliff, HOME Youth & Resource Center Program Director
Amy Schroeder, Office Specialist

The meeting of the Board of Directors was called to order at 5:34 pm by Board Chair Jon Weiner. It was determined that a quorum was present.

I. Welcome and Introductions

Board Chair Jon Weiner welcomed everyone and introductions were made.

II. Public Comment

Linda Bednarz commended staff for continuing to provide services during the power outage due to the ice storm last week.

III. Approval of Agenda

Added Head Start approval of large purchase.

MOTION: To approve agenda, as amended, made by Lyle Mordhorst,

SECOND: Shelaswau Crier.

APPROVED: Unanimously approved

IV. Consent Calendar

1. January 2021 Full Board Meeting Minutes

No discussions or concerns were raised

2. **February 2021 Executive Director Report**
No discussions or concerns were raised
3. **February 2021 Chief Operations Officer Report**
No discussions or concerns were raised
4. **February 2021 Program Director Reports**
No discussions or concerns were raised
5. **February 2021 Committee Meeting Minutes**
No discussions or concerns were raised

MOTION: To approve consent calendar made by Kevin Karvandi,

SECOND: Linda Bednarz.

APPROVED: Unanimously approved

V. **Board Business**

1. Executive Director's Report:
 - a. Jimmy reported out on a youth-on-youth incident of concern at Taylor's House, and the actions the Agency has taken to address it. The board followed with a conversation on the risks and community benefit of operating youth shelters, and the need in the Marion-Polk community concerning youth homelessness.
2. Employee Handbook (Personnel Policies & Procedures) - The agency revised the Vacation Policy as directed by the board to include a mandatory five consecutive day vacation. The vacation payout policy was also revised.

MOTION: To approve updated personnel policies and procedures handbook made by Linda Bednarz,

SECOND: Lyle Mordhorst.

APPROVED: Unanimously approved

3. CFO Audit Update – All documents have been provided to the auditors that were requested. We are waiting for their final report. We are on schedule to meet the March 31, 2021 deadline.
4. Board Member Addition: Michael Vasquez – Michael is the designee to the board of directors on behalf of City of Woodburn Mayor Eric Swenson.

MOTION: To approve Michael Vasquez to the MWVCAA Board of Directors made by Helen Honey,

SECOND: Shelaswau Crier.

APPROVED: Unanimously approved

5. Board Member Addition: Catherine Trottman – Catherine is a local attorney with a background assisting those with re-entry services and fighting poverty.

MOTION: To approve Catherine Trottman to the MWVCAA Board of Directors made by Helen Honey,

SECOND: Shelaswau Crier.

APPROVED: Unanimously approved

6. Board Member Addition: RW Taylor – RW represents the faith community.

MOTION: To approve RW Taylor to the MWVCAA Board of Directors made by Lyle Mordhorst,

SECOND: Linda Bednarz.

APPROVED: Unanimously approved

7. Head Start Large Purchase – In accordance with MWVCAA accounting policies, the Board of Directors’ approval is required for procurements in excess of \$150,000. Head Start seeks approval for IT equipment to replace older equipment for staff and to assist parents on the Policy Council. The aggregate amount requested is \$228,002.53.

MOTION: To approve purchase of IT equipment in the amount of \$228,002.53 made by Jade Rutledge,

SECOND: Helen Honey.

APPROVED: Unanimously approved

VI. Adjournment

The Board of Directors meeting was adjourned at TIME pm.

Respectfully Submitted:

Amy Schroeder, Office Specialist

Helen Honey, Board Secretary

EXECUTIVE DIRECTOR'S REPORT

MID-WILLAMETTE VALLEY

COMMUNITY ACTION AGENCY

March 2021

OUR MISSION

Empowering people to change their lives and exit poverty by providing vital services and community leadership.

OUR VISION

All people are respected for their infinite worth and supported to envision and reach a positive future.

It's been a busy month. My time has been divided between internal and external obligations. In my role for the Community Action Partnership statewide, I've been organizing our legislative agenda these past few weeks. As you know, the state has tried several times to make our base homeless and housing services fund competitive. On December 28th their first goal was for 100% competition. That fell to 20% at the start of the session and now, because they are road blocked at the committee level, that cut has fallen to 0% (in return for a task force to study the issue). Even though this bill is not moving forward, this fight has still been one of the greatest challenges to our work in the past 30 years. The state's argument for why this needs to happen has shifted over time. It began as a racial justice consideration. Then it moved to capacity issues. After we proved we could spend nearly \$100 million statewide in emergency funds, they moved on to "we need to work with everyone if we're going to solve homelessness," before finally settling on "the current system isn't fair." The truth of the matter is that the system isn't fair, nor is it adequately funded. The budget for the Salem-Keizer school district in a single year, for example, is about \$1.2 billion. The statewide homeless budget in a normal year is around \$25 million in state funds. The answer is to grow the resources, not to fragment the system further.

We're in a good position because we have proved our ability to serve communities of color through this crisis, and to spend down tens of millions of dollars in a pandemic. We are also one of the very few agencies in the state (of our size) working on unsheltered homelessness. We have a lot of friends in this work, too, especially at the city and county level. But it has been a bruising fight, both for the network and for me personally. For MWVCAA, these state resources are absolutely critical. They are the foundation that allows us to offer services at the level we do. Every grant is braided with other funds and leveraged against each other, so we produce much more work than normally could happen if we only had a single grant. We have a large high needs homeless population, but we do not have massive federal grants nor much in the way of local financial support, like Eugene and Portland or Clackamas County. All we have is the little amount of state funding that comes to us, and with it we save hundreds of lives each year by providing thousands of services for the literally homeless. These resources fund our day center, showers, laundry, mobile showers, warming centers, medical clinics, mail services so the homeless can get their medicines, food and connections to housing programs; the very services that a thousand high needs homeless clients rely upon every month. Indeed, it has been an awful year. We are

approaching 30 deceased in Marion-Polk among our homeless population since the COVID crisis began, and the work we've done to keep five times that amount alive is extraordinary. So I feel on solid ground in asserting the need in Marion-Polk, and defending how we use these resources. But frankly that isn't enough, and we certainly cannot rest on our success. We may have won this round, but these concerns are not going away. If we don't spend the next six months developing our data, reaching out to more partner agencies, and "proving our work," we will be right back in the same boat in 2022 or 2023.

Indeed much of our future as an agency rests in our ability, in the state's eyes, to become a Culturally Responsive Organization. Right now the primary pressure is on the housing programs, but it will certainly follow in other state contracting, especially in Early Learning and the Department of Education. Though the Energy and Weatherization systems are very different, as we saw in January, it will likely follow there as well. So what are culturally responsive services, exactly? The racial justice movement that grew out of the summer of unrest in 2020 evolved well beyond its original scope, and forced the State of Oregon to reexamine its own role in perpetuating white supremacy and white privilege. There are a lot of terms here that need to be defined, and frequently the terms themselves are more polarizing than the ideas behind them. White supremacy, for example, has a long history in the United States, especially in the American South (where I grew up). There it was the idea that the South (and much of America) by law, tradition and culture was designed for whites and everyone else, to steal a phrase from Franklin Roosevelt, was "here under sufferance." The long-term historical consequences of white supremacy have been obvious, leading to sharp distinctions in wealth, income, opportunity, housing, health care, criminal justice, education and so much more. The Civil Rights Movement of the 1960s was, in many ways, a Second American Revolution, because it turned that notion on its ear, and insisted that we could live in a largely color blind society where there was equality of opportunity. That's one of the big distinctions between then, and now. In the 1960s the movement was for equality under the law, in voting, in courts, in public accommodation, and civil contracts. Equality didn't address outcomes, just opportunity.

Today the conversation has moved passed equality of opportunity, because some believe the system is so fundamentally flawed that equality alone is of little worth in isolation of outcomes. Equity (outcomes) now holds the center of the argument. Current advocates ask us to look at our history. The Civil Rights Movement was not fully successful even though it produced a *de jure* equality. The daily reality for people of color in the 1970s, 1980s and all the way down to today is far different. It's difficult for the majority culture to understand these differences, because we do not live them. Many of us did grow up in poverty, and can understand poverty. Others grew up in abusive family situations. Some were the victims of violence or some other set of traumas (both personal and institutional) and we can understand that violence and trauma. What's harder to understand is the fear that comes from having to worry every day, when you send your child to the grocery store, that he may never come home. A fear that's never so far away, that, for all your hard work, hopes and dreams, that there are powerful and often invisible (though sometimes visible) forces working against a parent's most basic dream for their children: that they will live in a world better than the one that we were born into. In short, it's a question of justice. Many people of some means remarked to me after the ice storm that they, for the first time, began to understand something of what it was like to be homeless, without cooked food or light or warmth. But there is no comparable experience for majority culture folks to understand the system traumas of white privilege. And it's that gap of understanding, a gulf really, that makes progress so difficult.

Systemic racism requires us to ask hard questions of ourselves, and make hard choices if you plan to put an end to it. Part of my statewide role has been to defend the work of Community Action across Oregon. Yet, I also serve on the housing subcommittee of the Governor's Racial Justice Council, advocating for change. I've felt the

moral obligation to push for tenant protections, expansion of civil rights for the homeless (in terms of the sit-lie conversation) and all the other obligations that come with our agency mission to advocate for our clients and people in poverty. Often that's placed me at odds with cities and counties, mayors and commissioners, the Governor's office, and sometimes even the network of Community Actions which primarily focus on prevention work, and not services for the unsheltered homeless as we do here in Salem. Those tensions have required me to embrace a role that's exceptionally self-critical of our place and especially our results. I feel more comfortable in that regard, because I think the only way to improve and produce quality work over time is to embrace a "prove it" mentality. To constantly be skeptical about the work. If you don't wake up every day and ask yourself, "are we doing the best that we can to serve people in poverty," you can find yourself stuck in a decades old, self-justifying system, producing repetitive outcomes with the same service gaps. Or worse.

One of the emergent trends in the public conversation on state contracting concerns the role of culturally specific organizations. There is a firm belief in some circles that only culturally specific organizations have the cultural competency to provide services to culturally specific populations. Where then does that leave us, an agency where 42 percent of our employees are people of color, and 63 percent of our clients are people of color? It leaves us asking a lot of hard questions about our commitment to diversity, equity and inclusion. About the best path forward. We cannot just rest on the fact that our staff and clients represent a diverse population. We need to make certain that we ourselves are a culturally responsive organization, from the board on down. So what does that mean? It means a commitment to understanding race and dismantling racism. It means a commitment to gender equality and LGBTQ inclusion. It means culturally responsive services and program design. And, for us, it means a daily commitment to living up to what I think is one of the most beautiful statements in our history, our vision statement. Where we prove (not just say) that *all people are respected* for the infinite value that grows from the divine spark within each of us. This is a very rich agency; richest most in a workforce that represents a cross-section from every walk of life, every ethnicity, and every viewpoint in Oregon (and beyond). We need to develop that human capital more in the future.

As part of my coaching sessions with Capacity Building Partnerships (our DEI consultants), I have been having regular meetings with Cliff Jones, who is one of their senior partners. Cliff has been doing this work in Oregon for 30 years and I have fallen in love with our conversations and the guidance and encouragement he has given me these past few weeks. His clients include non-profits like Central City Concern, Home Forward (the Portland Housing Authority), the Oregon Health Authority and many others. Cliff talks a lot about effective team building, crafting a group around you whom you can trust when times get hard, how we use information, and our ability to see the world *as it really is*, which leads us to a place Cliff describes as "leading from the future as it emerges." Cliff believes that we need to begin each day with a simple question: "Why am I here?" For me, I got into this work because I wanted to help people. People in poverty, to be sure, but especially the homeless. I did that by using math to quantify what in the past had largely been unmeasured. That's how I made my mark in homeless services across Oregon, with evidence based tools and practice. But Cliff encouraged me to use my storytelling ability to connect to an even broader audience. Because, at the end of the day, most people, regardless of their politics, their religious convictions or worldviews, are motivated by their heart. That was a message I really needed to hear after mid-February, when I woke up to yet another picture on my phone of a body that had been found, a fellow I had talked to just the day before. It led me to talk to one Oregon Senator, who in turn introduced the first homeless death reporting bill in Oregon history (Senate Bill 850). There's so much asked of us in this work, so much suffering by the people we're trying to help, and so much loss, for them and for us. It's important to constantly ask ourselves "Why am I here?" And to follow our heart.

A few other updates:

The Agency single audit will be on-time and finding free for the second consecutive year. That's an enormous accomplishment for a Finance team that we are still rebuilding, in the middle of a period unprecedented growth and unprecedented external obstacles. I want to thank our CFO, Kaolee Hoyle, and Nancy Cain in particular, and all the Finance team for their work this past year to get us to this point, after a year of pandemic, floods, fires, smoke, and ice. These were extraordinary obstacles, and they navigated us through these tough times with grace and care. We still have a lot of work to do, especially in perfecting our reporting practices. But we're in a much better place than we were a year ago. This is the first consecutive finding free audits at the agency since the 2013 and 2014 audit years.

The sale of the land beneath ARCHES formally closed. We routed the proceeds to our cash reserve accounts. I am grateful for everyone who was able to help see that process through to completion.

Our Head Start program will resume full on-campus services on April 5th. Eva and her team have been phenomenal in navigating the COVID crisis. They also played a leading role in promoting and encouraging large percentages of our staff to be vaccinated. At this point, since so much of our work fell into priority populations, we're close to 50% of agency employees vaccinated.

Earlier this year we applied for (and received) a \$7.5 million grant to purchase a motel for non-congregate shelter as part of Project Turnkey, which is a state funded effort by Oregon Community Foundation to turn old motels into shelter space for both wildfire refugees and homeless clients. We walked away from that deal, at the time, because I could not with confidence plan out an operations budget that could meet the cost over the next few years, especially since some of our base funding was in play in this legislative session. Now that that latter question is largely resolved for the next two years, we have gone back to OCF to talk further. There are also additional heavy funds available for operations, perhaps, through the state. They really want to see more wildfire resources in Marion County, so much so they have connected us to private donors who might also be able to assist. There's nothing pressing on this front now, but we are having conversations.

At some point in the next year, I want to acquire a permanent home for our Veteran's shelter. That project is up and running, and doing well. Unlike most shelters, it has a federal bed reimbursement allocated to that project, per night, per bed. So there's predictable long-term revenue to offset operations costs. It's possible that we may be able to purchase the building that currently houses the Veteran's shelter, but that too is still in a conversation in process.

The current legislative session is very busy. We're doing a lot of work with the Community Action Partnership of Oregon, the Association of Oregon Counties, the Housing Alliance and other agencies who are working on the homeless, rental, and eviction crises. There is an unprecedented amount of housing resources that are headed our way over the next few months. Additional funds we have acquired for eviction prevention since December include:

- STARR: These are state funds for rent arrearage beginning on 1 April 2020 and moving forward, to be used for rent and deposits. We have a total \$3,498,690.
- ERA—State (Emergency Rental Assistance): These are federal funds that require the use of a statewide database access point (some skepticism about how well this part will work). The priority is for households at imminent risk, below 50% of Area Median Income, with dependent children (and some other factors). Our estimated share here is about \$18 million.

- ERA—County: These are the same federal funds as above, but given directly to the county. We have not yet secured these funds, but we are talking with Marion County about administering their award. If so, we would match up the guidelines with our state program. Estimated share here is \$10 million.
- ESG—We expect formal notice of an award from OHCS for ESG (Emergency Solutions Grant) Wave 2 funds shortly. These funds would go to finance homeless services work at ARCHES, HYRC (Taylor’s House) and the homeless work in Head Start through 2022. Estimated share here is: \$2,262,065.

In sum, that’s roughly an additional \$33.5 million for the homeless and rent burdened in Marion-Polk.

We continue to be very engaged with the various work groups at the local and state level helping the evacuees from the Santiam Canyon wildfire. Most of our clients in this work are people who were homeless before the fire, and they frequently have high barriers to housing. We’re working with the Long-Term Recovery Group, the Santiam Canyon Wildfire Relief group organized by Santiam Hospital, Marion County, and various ad hoc groups from the Governor’s Office, OHCS, DHS and other state and local agencies. The needs remain high and will continue to be so throughout 2021.

Other Projects Currently Underway:

- An agency video project as a marketing tool to help tell our story.
- Searches for a Director of Development and Director of Program Development.
- Technical Assistance to various regional projects, including Immanuel Lutheran Church, the Woodburn Collaborative, the Love Inc. Resource Center in Woodburn, and to the City of Salem as it attempts to create managed campgrounds. As well as other projects, cities, and counties around Oregon.
- Sub-Contracting with Polk County for rental assistance, and working with many new partners, like the Farmworker Housing Development Corporation to plan new services for farmworkers in Marion-Polk.
- Succession planning and new SWOT’s in all programs.
- A redesigned Community Survey.
- Implementation of the Apricot software system to serve as an agency-wide common intake database.

Of course, the biggest project ahead of us in 2021 will be the strategic planning process, which will take up much of the year. There is much in motion. This promises to be a big year in 2021.

Jimmy Jones
Salem, Oregon
19 March 2021

**Chief Financial Officer Report
To The Community Action Agency Board
Kaolee Hoyle, Chief Financial Officer
March 2021**

Annual Financial Audit

The annual financial statement audit is wrapping up. We are anticipating completing by the March 31, 2021 deadline.

OHCS Fiscal Monitoring

The OHCS Fiscal Monitoring will be July 12th – 16th and 19th - 21st and the FY2020 and FY2021 fiscal monitoring will be performed concurrently.

Payroll Filings

All payroll deposits have been made timely.

MWVCAA
Actual to Budget, 7/1/2020 - 12/31/2020

	7/1/2020 - 12/31/2020		FY21 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference	
Grant and awards	\$ 22,849,523		\$ 41,497,769	50%	55%	5.1%	
Other program revenue	28,669		55,000	50%	52%	2%	
Contributions	118,943		137,462	50%	87%	37%	
Other revenue	737,315	{i}	1,250,000	50%	59%	9%	
Total Revenue	23,734,450		42,940,231				
Expenses							
Community resource programs	10,121,203		12,496,517	50%	81%	31%	{a}
Reentry services	72,909		318,519	50%	23%	-27%	{b}
Child care resource and referral network	356,911		1,648,951	50%	22%	-28%	{c}
Energy assistance programs	3,330,799		5,111,080	50%	65%	15%	{d}
Weatherization services	696,153		1,529,571	50%	46%	-4%	
Nutrition first USDA food program	1,698,982		3,513,697	50%	48%	-2%	
Head start	6,543,520		13,927,350	50%	47%	-3%	
Home youth and resource center	402,826		1,037,410	50%	39%	-11%	{e}
Management and general	1,364,143		2,107,136	50%	65%	15%	{f}
Total Expenditures	24,587,446		41,690,231	50%	59%	9%	{g}
Revenue Over/(Under)							
Expenditures	\$ (852,996)	{h}	\$ 1,250,000				

- {a} Spend-down for COVID funding of over \$6million that needed to be spent by 12/31/2020.
 Additional grants/amendments to grants (\$1.3million+) were secured not in original budget numbers.
- {b} Lower expenditures from part of the expenditures being allocated to PPP Loan.
- {c} Lower expenditures from part of the expenditures being allocated to PPP Loan.
- {d} Spend-down for COVID funding of over \$1.8million that needed to be spent by 12/31/2020.
- {e} Lower expenditures from part of the expenditures being allocated to PPP Loan.
- {f} PPP expenditures included in here.
- {g} Overall, expenditures just over under 10%.
- {h} Billings primarily relate to:
- | | | |
|---------------------|----------------|-----------------------------|
| SHAP (105) | 30,691 | not yet billed - OHCS |
| HOME TBA (127) | 71,207 | working on billing for this |
| ESG CV2 (128) | 77,563 | not yet billed - OHCS |
| CCD CORE (202) | 86,818 | not yet billed |
| Early HS (630) | 203,322 | true-up billing needed |
| EHS Expansion (635) | 36,446 | true-up billing needed |
| ODE (650) | 179,754 | true-up billing needed |
| | <u>685,802</u> | |
- 80% of total revenue under expenditures

{i} \$245k is COVID.

**Chief Operations Officer Report
To The Community Action Agency Board
Helana Haytas, COO
March 2021**

COVID-19 Update

The HR department continues to monitor and track staff health surveys that screen out potential COVID-exposed individuals from attending to in-person work. HR also tracks quarantines, positive diagnoses, and vaccination records. The HR Specialist sends exposure notifications out to exposed and affected individuals. According to recent trends, number of agency staff on quarantine continues to decline and we have approximately 40% of staff vaccinated.

Recent legislative changes

The agency is reviewing with legal counsel how the recent changes in federal legislation and relief bills may affect the internal processes and costs for COBRA Administration to subsidize employees that experienced a loss of hours and/or employment due to COVID. Community Action did not lay off staff due to COVID during 2020 and 2021 so likely changes will not impact the agency. The new legislation also created an extension of funding for employees with childcare and school closure delays due to COVID-19 through September 2021.

New Personnel Policies Handbook

HR rolled out the latest version of its Personnel Policies Handbook, with an update to the Policy Against Workplace Bullying and Cyber Bullying. A new vacation policy was also approved by the Board in February and implemented in the new handbook. It includes a requirement for year-round eligible staff to take 5 consecutive days of vacation each calendar year.

Management Training

Legal counsel from Innova Legal Advisors, Heidi Mason, conducted two trainings related to the hiring process, recently on legal aspects of employment and hiring, and this month she presented Interviewing for Results. Managers at ARCHES also reviewed training on BOLI rules for meal breaks and rest breaks.

Safety Inspections

New HR Safety Coordinator, Ivan Bustamante, has been conducting baseline safety inspections across all agency sites. These reports have been helpful to site staff in reviewing proper procedures, protocols, site safety and equipment, and the overall aware of safe work practices. He recently provided the Safety Committee with examples of reports and resources that he uses to coach site staff and supervisors while monitoring for hazards.



THE ARCHES PROJECT

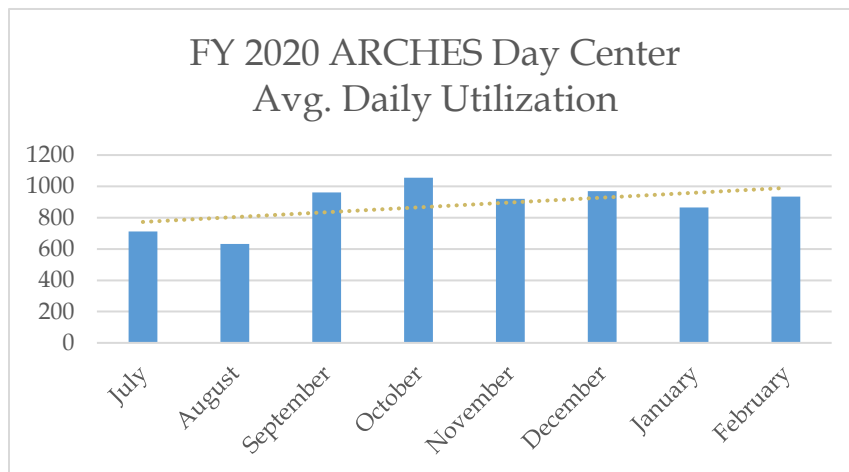
615 Commercial Street NE
Salem, Oregon 97301

CRP Board Report – March 2021

CRP administers MWVCAA’s homeless services and housing programs in Marion and Polk Counties. These programs are commonly called the “ARCHES Project.” Our services are located at 615 Commercial Street in Salem, as well as at the Dallas Resource Center in Polk County, Seymour Center in Salem, and the Santiam Outreach Community Center in Mill City.

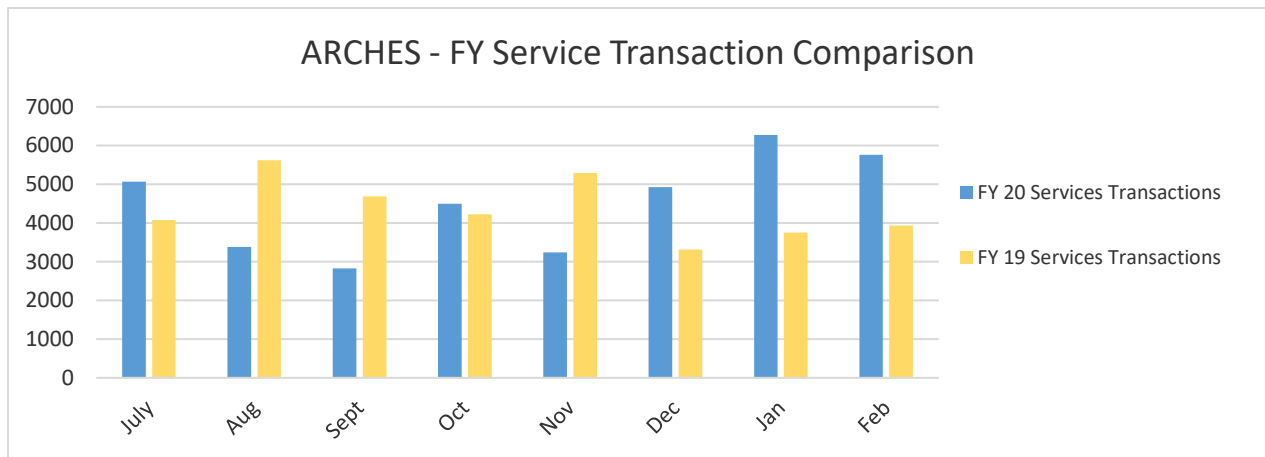
ARCHES Day Center:

Since opening day, the total number of duplicated Day Center visits is 51,428 - with an average daily attendance rate of 70. For FY 2020, the Day Center continues to see a steady increase in utilization.



ARCHES Basic Needs & Supportive Services:

Current utilization of Day Center Supportive Services continues to grow comparison to Grant Year 2019 numbers. In all, during the month February, ARCHES saw 5,763 supportive service transactions. This is a 47% increase from February 2019 and shows an increased number of individuals seeking services despite COVID. The majority of Supportive Services provided in February was the meal category – both breakfast and lunch at 57%.



Thanks to the contribution of volunteers, unsheltered advocates, and valuable community partners. ARCHES was able to open for extended hours during the ice storm. Providing critical live saving services such as shelter and hot showers. Several local businesses also provided meals throughout the event.



ARCHES Housing & Specialty Programs:

For the 2020 Fiscal Year, ARCHES continues to reports monthly on households and individuals served by our housing stabilization programming. This data is broken up into two segments. The first category, focusing on ARCHES housing programming (*Table 1*), which supplies prevention services, rental assistance, barrier removal, and deposits will be displayed. The second category is specialty programming (*Table 2*), this is inclusive of services that provide basic need supports, as well as self-sufficiency development.

During the month of February, 150 households (276 persons) received housing support. Including 12 new housing placements, as well as 6 households exiting into self-sufficiency. Meaning they are able to live independently of ARCHES assistance moving forward. For this Fiscal Year, 22% of households served reside in Polk County. Since tracking began in July 2019, 458 households have exited ARCHES programming into permanent housing solutions.

February ARCHES Housing Programs										
Table 1										
Core Programs	Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	New Households Housed	Household PH Exists	Marion Households	Polk Households	Total Unique Served
Home TBA - RRH	13	8.2	17	18	5	0	0	5	8	35
Home TBA - D	0	10	0	0	0	0	0	0	0	0
ERA	1	8.5	1	0	0	0	0	0	1	1
HUD CoC	13	5	16	32	0	0	0	10	3	48
City of Salem - TBRA	3		0	0	0	0	0	3	0	0
EHA - RRH	0	8.2	0	0	0	0	0	0	0	0
EHA - D	0	0	0	0	0	0	0	0	0	0
DHS Fresh Start RRH	6	8.5	8	3	6	1	1	6	0	11
DHS Navigators	5	10.0	5	0	2	1	1	5	0	5
HSP	18	9.6	25	43	5	1	1	16	2	68
Redwood Crossing	21	11.5	21	0	NA	1	0	21	0	21
OHA-VRAP	32	9.7	43	6	3	2	0	30	2	49
Tanners Project	17	8.3	17	0	2	3	0	14	3	17
VET DRF	4	7	7	0	1	0	3	4	0	4
EHA	17	8.3	17	0	2	3	0	14	3	17
Clients Served	Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	New Households Housed	Household PH Exists	Marion Households	Polk Households	Total Unique Served
<i>February Served</i>	150	8.1	177	102	26	12	6	128	22	276
<i>FY Total Served</i>	987	7.8	1240	730	286	123	58	781	170	1960

ARCHES specialty services engaged 423 households in this most recent period (February 2020), with the two most common services being VSO assistance and Outreach. To date, 11,460 households have connected with ARCHES specialty services since July 2019.

Currently, Coordinated Entry is ARCHES' highest volume specialty programming with 552 persons (244 households) served in January and February. To date, the Coordinated Entry team has assessed 4,104 households since July 2020.

February ARCHES Specialty Programs						
Table 2						
Specialty Programs	Households Served	Adults	Children	Veterans	Fleeing DV	Total Unique Served
Marion County VSO	249	249	0	249	0	249
Mobile Showers	0	0	0	0	0	0
RENT	0	0	0	0	0	0
Birth Certificates	0	0	0	0	0	0
Coordinated Outreach	174	180	10	5	10	190
December Served	423	429	10	254	10	439
FY Total Served	5346	5736	97	3075	91	5833
HRAP	0	0	0	0	0	0
Coordinated Entry	159	204	210	1	1	414
Coordinated Entry - February TOTAL	159	204	210	1	1	414
Coordinated Entry - FY TOTAL	4104	5640	5522	124	134	10648

MWVCAA - COVID Rent Relief Program

Currently, ARCHES has initiated a second wave of COVID funding. This will continue through December of 2021 and is primarily financed through Oregon Housing and Community Services (OHCS).

The first pot of funds which are actively available is known as State Tenants Accessing Rental Assistance (STARR). This funding is for COVID impacted households in Marion or Polk County. In total, ARCHES aims to disseminate all \$1,858,579 by June 30, 2021. With \$500,000 of those funds being directly allocated to Polk County through a sub-contract. These funds are eligible to pay rent arrears dating back to April 2020, as well as future rent payments through June 2021.

In addition to STARR funding, ARCHES anticipates the release of COVID - Emergency Rental Assistance (ERA) in the coming weeks from OHCS. Final allocations remain unknown, but it is anticipated that ARCHES will receive roughly 9-10% of the

statewide 240 million dollars. Additional ERA opportunities are also available in the community, however ARCHES has not finalized these agreements at this time.

In anticipation of additional funding, ARCHES retained the wave 1 processing center located on Church Street, including its staff. As well as continued to process pre-screenings; placing additional households on the waitlist. To date, 2,360 households are on the ARCHES waitlist, 106 households are in program being processed, and 731 are awaiting a pre-screening. **ARCHES believes between 15-20 million in rent relief would be needed to cover the households currently waiting assistance.** This need is likely to be covered using the pending ERA funds.

When the ERA funds are deployed, ARCHES anticipates a change in current enrollment and pre-screening practices. More information to come on this, as it is made available from OHCS.

Coronavirus Response:

Current operations remain at a **Phase Three Response – Environmental Controls**. With the main focus being modification of services (i.e Day Center, Outreach, and Housing), suspension of high risk services (mobile showers and tenant education classes), as well as moving the bulk of ARCHES services to a remote work-site model. In addition, staff, visitors, and clients to all ARCHES locations now participate in mandatory COVID screenings and Temperature checks upon building entry.

- COVID - Program Operations:
 - Day Center: Open. 20 guests at a time. M-W,F 9:00am – 4:00pm & R 9:00am - 1pm
 - *Open Holidays*
 - Lobby & Supportive Services- Open. 3 guests at a time. M-F, 8:15am-3:00pm.
 - ARCHES showers & Laundry – Open. M-F, 9:00am – 4:00pm. Walk-in Only.
 - Coordinated Entry – Available by phone. M-S, 8:00am – 8:00pm. Call 503-399-9080 ext 4003.
 - Resource Centers-
 - *Santiam Outreach & Community Center* – Available by phone, M-F 8:15am – 4:30pm. 971-332-5676 – **CLOSED to in person appointments.**
 - *Marion County Resource Center* – Available by phone, M-F 8:15am – 4:30pm. 503-508-1926
 - *Polk County Resource Center* – Open to the public, M-F 8:15am – 4:30pm or by phone at 503-623-9664

- Veteran Services – Available by phone, M-F 8:15am – 4:30pm. 503-399-9080 ext.4013
- Homeless Prevention/Rent Relief – Contact 503-399-9080 ext. 4003, M-S 8:00am-8:00pm. Or online at <http://mwvcaa.org/utility-and-rental-assistance/>

Winter Warming:

ARCHES is currently in the middle of the dedicated warming season and is utilizing a multi-phased approach including: An emergency shelter/scattered site model, a fixed duration model, rural Sub-recipients, and hotel/motel placements. The formal season began on 11/1/2020 and will run through March 31, 2021. **To date, 7,072 bed nights have been provided.** With the bulk of these occurring via the Hotel program.

FY 2020 - 2021 Warming Season					
Month	Open Days	Number of Bed Nights	Number of Volunteer Hours	ARCHES Staff Shifts	Pets
October	1	108	34	3	0
November	2	46	28	3	0
December	10	425	54	27	0
January	31	3083	59	192	20
February	28	3410	35		3
March					
Total	72	7072	210	225	23

Since beginning in November 2020, 255 households have enrolled in the non-congregate hotel program for the medically fragile. In addition, more than 20 community partners across Marion and Polk County referred guests. By providing low-barrier and stable shelter solutions, the following goals have been achieved by some hotel residents:

- Secured permanent housing
- Gained full time employment
- Accessed medical care or fully recovered from medical procedures
- Filed disability claims
- Enrolled in drug and alcohol treatment
- Purchased insured vehicles

In response to the recent ice storm, ARCHES activated additional emergency shelter options. As a result, over 329 households were placed into emergency hotel services and congregate shelters at First Presbyterian Church, Capitol Park Church, and the State Fairgrounds

Program Highlights:

- Mobile Shower services are beginning on March 18, 2021. The first site will be Church at the Park .
- Redwood Crossings, Salem's first residential Permanent Supportive Housing complex, was recently featured by HUD's "*The In Practice*".

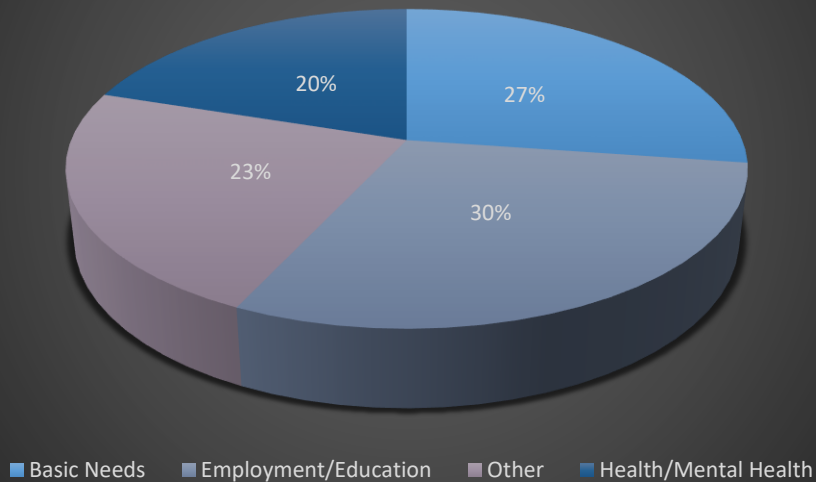
This project is made possible by a collaboration between MWVCAA-ARCHES and the Salem Housing Authority. Providing housing and support services for the area's chronically homeless.

- The article can be found at: <https://www.huduser.gov/portal/pdredge/pdredge-inpractice-030821.html>

- We also purchased two large passenger vans for warming shelter transport to day center locations. One van for is ARCHES and another van provided to the work at Polk County Warming.



How the De Muniz Resource Center Served Clients in February



Opportunities/Challenges

- ❖ De Muniz Resource Center served 77 clients in February.
- ❖ Eighty-three percent of the clients served in February were adults in custody versus community clients (17%).
- ❖ We continue the front end work on the new Meyer Memorial Trust grant. We have begun our collaboration with Oregon Human Development Corporation. They will help to ensure that our proposal model best fits eligible clients for this housing reentry grant.
- ❖ This month 11 clients (15 occurrences) took advantage and attended our cognitive based classes. The classes covered the following topics:
 - Emotional regulation
 - Success planning
 - Maximizing strengths
 - Prosocial lifestyle
- ❖ We continue to work closely with Willamette Workforce Partnership and WorkSource Oregon to provide the best employment services to our clients and collaborate with our employment community partners.
- ❖ Our partnership with Northwest Human Services produced 36 client enrollments for the Oregon Health Plan (prior to their release).
- ❖ Our main challenge continues to revolve around budget shortages and restrictions due to COVID-19.

Success Story

“Patience and Perseverance”

I began working with S.F. in October of 2020 when he came into the center looking for job leads. S.F. was struggling to get back on his feet and working toward getting his driver's license reinstated. I provided S.F. with information and guidance on his job search. I also informed S.F. of the supportive services available to him if he were to land a job offer. In March of 2021, S.F. returned to the center asking for assistance covering the cost of his replacement driver's license. S.F. had been offered employment, but a driver's license was needed to secure the offer.

It took hours of waiting on hold with DMV over the course of several weeks for S.F. to finally get the answers he was looking for in regards to reinstating his driver's license. While waiting to secure his replacement driver's license, S.F. got yet another job offer.

S.F. had the perseverance it took to not let the many roadblocks he encountered keep him from securing the employment he so desperately needed. After quite a bit of trial and error navigating DMV's online system, we were finally able to help S.F. cover the cost of his replacement license. He was able to go from unemployed to a licensed driver with two job offers. It's often the seemingly simple things that make a huge difference in our clients' success and S.F. is now well on his way to self-sufficiency.

-Submitted by Employment Navigator

*De Muniz Resource Center is funded through Justice Reinvestment Act and is contracted to serve clients in Marion County.

CCR&R PROGRAM REPORT
Shannon Vandehey-Program Director
March 2021

Opportunities:

- **Completed:** CCRR Survey to child care professionals concerning CCRR response during Covid Pandemic. 84 providers responded. 79% Marion, 20% Polk, 1% Yamhill. 52% English, 44% Spanish, 4% Russian. Overall, I think it was a very positive response seeing as how CCR&R, with the great support of Community Action, was able to remain open and/or remote. We have all been impacted by our State of Emergency, communication issues, staff out sick or on quarantine, fires, position transitions, moving, extra Covid ELD work requests, where we had to drop everything and work on a thing. We try our best to communicate to providers, through a number of media opportunities. Newsletters, mail, email, text, Facebook, Website, phone calls, training. However, we know not everyone is able to access every one of them.

Survey Questions Posed:

1. What County do you live in?
2. What is your primary language?
3. Please describe how CCR&R resources and supports may have helped you during the Covid 19 Pandemic?
4. What is your overall experience with CCR&R staff? Is there someone who may have stood out to you?

Some Provider Responses:

“I was able to get my training hours done. If I had any questions I could call someone and they would help find out the answer because it seemed like things were changing daily for a while. The masks and other supplies were also very much appreciated and hard to find at times.”

“Helping with PPE, answering questions, giving us resources.”

“Kind, supportive, helpful.”

“I love the staff they are always willing to help with questions and resources.”

“All of the staff members are amazing.”

- **In Process:** CCRR staff have the opportunity to get vaccinated if they so choose. We fall in the Early Childhood/Child Care group which was opened for us a couple weeks ago by the Governor.
- **In Process:** Getting input from both Early Learning Hubs on our Annual Child Care Provider Survey questions. Both Hubs wanted to add questions regarding child expulsion from care. We are looking to send this out to all providers by the end of this week. This is an ELD requirement. It has been delayed (usually is sent in September) due to the Covid State of Emergency, Fires, CCRR moving out of the main office. We normally hit about 100 respondents with this.
- **In Process:** 5 out of 6 positions filled. 2 years ago we had 6 of us serving 3 Counties, 650 providers and 7 Networks. Today we are up to 14 staff, and looking to hire our 15th.
Marion & Polk County positions:
Quality Improvement Specialist II-Bilingual – **RE-OPENED. Interviewing.**
- **In process:** Working with our Marion and Polk Early Learning Hub to offer TS Gold and Creative Curriculum training (virtually) in English and Spanish to our Preschool Promise and Network providers in Marion and Polk Counties (about 120). Creative Curriculum is the curriculum that is highly suggested by the ELD, as a curriculum that meets quality standards. Providers will obtain free curriculum, free training. Trainers are from Clackamas Community College. CCR&R is providing TS Gold subscriptions to Network and PSP providers.

- **Ongoing staff professional development:**

- *New staff are currently going through rigorous onboarding training by CCR staff and through WOU/TRI who is our statewide Central Coordination for CCR&R.

- *Shannon, Jenna, Cassandra and Lauren are participating in the DEIJ Cohort sponsored by the agency. We have completed **3 modules** so far. Cohort will go until June.

- *Jenna (Associate Program Director) and Lauren (Preschool Promise Lead) will both be attending a Leadership cohort called Dare To Lead. This will be virtual.

- *Program Director and Associate Program Director will be attending *Start Early Essential Fellowship* Train the Trainer, through Ounce. **Purpose:** We will be able to train other trainers in our state to provide the class to CCR&R Quality Improvement Specialists. Begins 3/26 and ends 6/28. Classes are Mondays and Fridays from 12pm-2pm. **This curriculum an intensive leadership development program designed to enhance early education program quality and child outcomes by supporting and improving instructional leadership. An approach that combines training, coaching and peer learning to drive program improvement. The focus is on strengthening key organizational supports: effective leaders, collaborative teachers, supportive environment, involved families, and ambitious instruction.**

Start Early Leads Foundation Training (March-April)

Start Early Leads Data Dialogues Training (April-May)

Start Early Leads Team Lesson Planning Training (June)

Start Early Leads Collaborative Groups Training (June)

- **Child Care Networks:** (Each Network is allowed 15 participants for a 2 year period of time). **Purpose:** Improve the quality of child care through staffed support. **Focus:** Becoming Spark rated, peer learning, program management, coaching and intensive professional development.

- ***Marion/Polk Family Child Care Network (English)** - Coordinated by Sarah Garczynski

- ***Marion/Polk Family Child Care Network (Spanish)**- Coordinated by Gisela Morales until new person hired.

- ***Marion/Polk Infant/Toddler Network (Spanish)**-Coordinated by Gisela Morales. *English providers who serve Infant/Toddlers are served by referral by Christina Diters.*

- ***Marion/Polk Preschool Promise Network (English)**-Coordinated by Cody Hauptert

- ***Marion/Polk Preschool Promise Network (Spanish)**-Coordinated by Cassandra Hernandez

- ***Marion/Polk/Yamhill Child Care Director's Network (English)**- Co-ordinated by Michelle Rowland and Sarah Garczynski

- ***Marion/Polk (Russian) Network**-Coordinated by Olga Arshilovich

- ***Yamhill Child Care Network (Spanish)**-Coordinated by Cassandra Hernandez until new person hired. This group serves providers in Yamhill County who are furthest from opportunity. We are serving/supporting monolingual providers who may be Exempt from Licensing and have a number of barriers. Including, but not limited to language, reading, writing, basic computer skills etc..

Challenges:

- **Contract/Budget Update:** Received ELD Amendment March 11th! Was submitted to Jimmy for approval. Adds \$408,622.00 to Child Care Development Block Grant (CCDF) and \$440,000 Student Success Act(SSA) ending June 30, 2021.

- **Ice Storm:** Played havoc on every one of my staff. Power outages, some lasting for almost 2 weeks, some dealing with property damage, communication issues (phones/text/email not working). I am happy to say that we are all up and running and back to work in office or remote.
- **Office space:** Still working to settle into our 2 new locations. 2085 Commercial St NE Salem, and 1018 NE 3rd ST McMinnville. Most of the staff are still working remotely but staggering coming to the offices to help get work stations up and running and supplies put away. It is slow going. There are many new little details that come up and I really appreciate finance, IT, HR and admin for their supports and patience with me in this.
- **Training:** Our CCR&R continues to provide live professional development webinars weekly, for child care providers across the state. We have surveyed state CCR&R Directors (whether their regions participate or not) on how this is going, what we could do better or if we can support with technical assistance so they understand the process better.

Energy Services February Program Report

Traia Campbell, Program Director

Executive Summary of Activities (Numbers served/service units/outcomes)

Energy Services households served in February: LIHEAP, LP Cares, EASCR, OEA PGE & PP, OLGA & GAP

February 2021

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	492	1482	162	194	158	182	=36% of hh served	\$389.02
LP CARES	242	805	92	63	52	102	=42% of hh served	\$400.66
EASCR	172	630	81	40	32	64	=37% of hh served	\$806.36
OEA PGE	214	639	64	89	81	73	= 34% of hh served	\$381.70
OEA PP	55	138	6	29	19	18	=32% of hh served	\$370.54
OLGA	100	301	30	38	28	33	= 33% of hh served	\$402.35
GAP	3	12	1	2	0	0	=0% of hh served	\$99.00
Total	1278	4007	436	455	370	472	=36% of hh's served	\$469.66

January 2021

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	556	1516	172	244	238	213	=38% of hh served	\$387.53
LP CARES	245	831	107	46	53	99	=40% of hh served	\$407.18
OEA PGE	246	681	62	113	96	65	= 26% of hh served	\$380.51
OEA PP	53	120	14	26	18	15	=28% of hh served	\$359.52
OLGA	97	272	23	42	37	37	= 38% of hh served	\$413.67
GAP	36	111	10	13	9	14	=0% of hh served	\$111.77
Total	1233	3531	388	484	451	443	=35% of hh's served	\$383.69

Energy assisted Covid19 impacted applicants with the final amount of EASCR funds in February and are quickly spending down the remaining LP Cares funding. Additional funds are expected this spring to assist Covid19 impacted applicants. The American Rescue Plan Act will provide additional LIHEAP funds and appropriate funds for a new water assistance program. Assistance for water service is desperately needed. Many low income households have monthly water bills that are larger than their electric bills in the summer. We look forward to learning more and receiving details on all upcoming energy assistance and water assistance funding.

Energy began partnering with City of Salem in 2019 to verify eligibility and add participants for their Rate Relief program. The program provides a monthly credit to account holders with income at or below 60% of Oregon's Median income, are over 60 and/or disabled. Summer of 2020, C of S donated \$25,000 to Energy. To assist C of S customers impacted by Covid19, Energy identified 441 customers of which 325 were in Salem and 116 outside Salem. Eligibility was verified with LP, LP Cares, EASCR and OEA PGE program year 2020 and 2021. City of Salem confirmed if customer accounts were delinquent and if they had used C of S donation funds (max donation \$500). Donation dollars were utilized for delinquent accounts and Energy assisted with up to \$400 to accounts that still had a delinquent amount. Energy assisted with a minimum of \$50 to accounts with a zero balance. Energy's total nonfederal donation was \$37,903 and C of S donated \$52,255 of their donation funds to assist 441 Covid19 impacted customers.

February 2021 Polk Co								
Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	39	96	7	18	15	7	= 17% of hh served	\$360.12
LP CARES	14	42	5	3	2	7	= 50% of hh served	\$406.07
EASCR	16	58	4	2	5	6	= 37% of hh served	\$670.81
OEA PGE	0	0	0	0	0	0	= 0% of hh served	\$0.00
OEA PP	30	82	5	15	9	13	=43% of hh served	\$392.33
OLGA	8	17	1	3	2	2	= 25% of hh served	\$381.25
GAP	1	3	0	0	0	0	= 0% of hh served	\$150.00
Total	108	298	22	41	33	35	=33% of hh served	\$457.33
January 2021 Polk Co								
Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	55	142	15	24	26	21	=38% of hh served	\$377.27
LP CARES	20	61	10	8	8	8	=40% of hh served	\$385.25
OEA PGE	1	1	0	1	0	0	= 0% of hh served	\$265.00
OEA PP	36	82	10	17	10	11	=30% of hh served	\$360.55
OLGA	6	9	0	3	3	2	= 33% of hh served	\$376.66
GAP	2	3	0	1	0	0	= 0% of hh served	\$108.00
Total	120	298	35	54	47	42	=35% of hh served	\$347.02

Weatherization Board report
March 25th 2021

1st Quarter numbers

12 Project Completions

23 Energy Home Audits

29 Quality Control inspections

32 New qualified clients

62 Applications sent

Looking back 2020 was a very challenging year, with a few more challenges added with-in this first quarter of 2021. Even though the challenges are coming from many directions my team has been able to find creative solution and I am thankful for having such a positive team. On top of that everyone has been working hard to stay at a pace to meet projected goals.

Some examples of challenges we now face.

Materials: Shortage of many materials causing delays in our projects. Materials such as Heating systems, Refrigerators, windows and others materials. Not only a shortage but in some cases an increase in cost.

Covid: We have learned to work alongside COVID but it continues to hurt production as we have postpone or cancel projects due to Covid. It has affected us both from the client side and our contractor side. We are starting to see an uplift but still are cautious and maintain safety protocols.

Over all we moving forward with great momentum keeping projects rolling and meeting goals. We will be working on building capacity to help with additional tasks and projects as we are still shorthanded.

Nutrition First
Sue Maxwell, Program Director
March 15, 2021

- ✓ For the month of February, we signed on seven new providers (4 OCC registered/certified and 3 DHS listed) and closed four, leaving a total of 497 homes.
- ✓ Nutrition First staff traveled only 93 miles during February (we switched to virtual visits in November – the mileage was for a few “porch” visits we did with new providers). Staff are really missing their mileage reimbursement month checks!
- ✓ One hundred twenty nine homes were “visited” in February. We are back to three visits per year as we are in a new federal fiscal year.
- ✓ A new educational training started this month. This unit is all about the nutrition and good taste of avocados. We have informational packets about avocados for the providers, and children, of course, are given color sheets, crossword puzzles, and avocado stickers.
- ✓ My staff have found that virtual and/or phone visits are much more time-consuming and labor-intensive. We will be happy to get back to in-person visits (hopefully by the end of the summer?).
- ✓ Approximately 1,032 children were “visited” in February.

Please see attached for a brief regarding CACFP (Child and Adult Care Food Program) during Covid-19

**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL
Eva Pignotti, Program Director - March, 2021**

Attendance

Head Start Preschool

	9/20	10/20	11/20	12/20	1/21	2/21
Regular	N/A	76.29%	72.79%	75.74%	78.18%	78.48%
Subsidized	N/A	71.75%	85.55%	83.46%	87.47%	87.15%
	3/21	4/21	5/21	6/21	7/21	8/21
Regular						
Subsidized						

Early Head Start

	9/20	10/20	11/20	12/20	1/21	2/21
Regular	N/A	75.36%	70.10%	73.44%	85.90%	85.21%
Subsidized	N/A	95.80%	92.86%	88.44%	92.86%	92.86%
	3/21	4/21	5/21	6/21	7/21	8/21
Regular						
Subsidized						

Early Head Start Child Care Partnerships

	9/20	10/20	11/20	12/20	1/21	2/21
Regular	86.51%	87.81%	85.28%	80.71%	86.95%	82.81%
	3/21	4/21	5/21	6/21	7/21	8/21
Regular						

February 2021 Attendance Analysis:

The Head Start attendance rate was below the required 85% minimum, at 79.91% overall. The top reasons for absences included: Unexcused at 48.59%, and inclement weather at 32.39%.

The EHS Child Care Partnerships attendance rate was below the required 85% minimum, at 82.81% overall. The top reasons for absences included: Sick child at 37.5%, and inclement weather at 16.88%.

Unexcused absences continue to be a big issue, with the pandemic and remote service options being big contributing factors. Parents are expected to participate in at least three weekly contacts in remote services, and the tracking of this is somewhat challenging. Staff are continuing to be trained and reminded of how attendance is to be documented.

COVID symptoms and typical childhood illnesses explain the high number of absences for sick children. We are very strict about keeping sick children at home and preventing illness from spreading, especially if the symptoms may be COVID related.

Inclement weather was certainly a reality in February with snow, followed by an ice storm, and both centers and families experiencing sometimes lengthy periods of power and internet outages after. This impacted remote attendance the most, as families could not make those connections three times per week.

Enrollment Reporting: Programs must be full within 30 days of the start of the school year and continue to fill vacant slots within 30 days of the vacancy until 30 days before the end of the year. Numbers reported include slots vacant for less than 30 days.

Head Start Preschool – Full Enrollment = 697

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular (677)	N/A	424	420	425	415	403						
Subsidized (20)	N/A	15	20	20	20	20						

Early Head Start – Full Enrollment = 108

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular (100)	N/A	74	74	70	62	64						
Subsidized (8)	N/A	8	8	7	7	7						

Early Head Start Child Care Partnerships – Full Enrollment = 80

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular (80)	68	77	77	77	78	77						

Waiting Lists

Head Start Preschool

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular	N/A	59	66	66	68	77						
Subsidized	N/A	0	1	2	2	2						

Early Head Start

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular	N/A	3	3	3	3	3						
Subsidized	N/A	0	0	0	0	0						

Early Head Start Child Care Partnerships

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular	0	1	1	1	6	6						

USDA Meal Reimbursements

USDA Meal Reimbursements	February 2021	
	Number of Meals Served	Amount Reimbursed
Breakfast	307	\$ 580.23
Lunch	355	\$1,246.05
Snack	329	\$ 315.84
Cash In Lieu		\$ 86.98
Total Reimbursement	991	\$2,229.10

Report from Program Director: Exciting news! The Head Start and Early Head Start programs will re-open classrooms for in-person services starting on April 5th. We have placed enrolled children in classrooms or kept them in remote learning based on the preference of the parents. 73 Head Start children will remain in remote learning, and 343 children will be back in school, attending 4 ½ hours per day, 4 days per week.

Nine EHS children will remain in remote learning, and 33 will be back in school, attending 3 ½ hours per day, two or four days per week, depending on their program option. The full day full year program, which never did close, will continue to serve 20 Head Start children and eight EHS children. The EHS Home Base model continues to operate remotely with 15 children as the emergency child care rules still prohibit in-person home visits and group gatherings that include parents.

The EHS Child Care Partnerships program has been operating in-person at all the family child care centers, but the Salem Keizer teen parent program has been remote all year, and they will be returning to hybrid in-person/remote services for 24 children starting on April 23rd.

We are optimistic about this step toward normalcy! There may be funding available from the state that will allow programs to extend their school year into the summer, and we are eagerly awaiting information about that option.

**Community Action HOME Youth Services – Board Report
February 2021**

2021 Executive Summary													
	J	F	M	A	M	J	J	A	S	O	N	D	total
Youth Experiencing Homelessness (YEH)													
Salem Run Reports Received & Acted On													
Keizer Run Reports Received & Acted On													
Reunited To Permanent Connections													
Families Connected With													
Youth Connected With Via Street Outreach (duplicated)													
YEH Case Managed													
Non- YEH Case Managed													
Drop In Day Shelter (Stationary Outreach)													
Unduplicated Youth Served													
Total Visits													
Total Meals (lunch, snack & dinner)													
Youth New To Services (intakes)													
Youth Empowerment Program (YEP)													
Youth Participated At Some Level (duplicated)	10												
Attended Job Skills Development Workshops	1												
Attended Financial Literacy	0*												
Attended Education & Business Field Trips	0												
Savings Accounts Opened	0*												

	J	F	M	A	M	J	J	A	S	O	N	D	total
Taylor's House (Supportive Emergency Shelter)													
Youth Served (residents: monthly = duplicated. Total/ annual = unduplicated)	3												
Total Nights of Service	76												
Community Support													
Number of Volunteers / Interns													
Total Number of Volunteer / Intern Hours													
Key	0* = Activity Not Offered						X* - Did Not Collect Data						
	*U = Unduplicated total												

Comments:

- Apologies for the lack of data to report for January 2021. The recent ice storm took down our access to the database. January data will be reported in March.
- The program is currently fully staffed in all sub-programs. The team is excited to operate at full capacity, as much as the impacts of COVID and severe weather permits.
- Staff supported the 2021 PIT count by hosting a stationary site in partnership with Bridgeway Recovery's Rolling Café, sending multiple staff out on outreach, and shelter count. We were not able to execute plans fully due to a COVID outbreak at Taylor's House that impacted 90% of program staff in some fashion.
- COVID outbreak status at Taylor's House January 13th – 27th. 1 resident tested positive and 0 staff.
- Programs were out of power during the February ice storm. Full report on this next month.



Community Action HOME Youth Services



HOME Youth Services



home _ youth _ services

**Community Action HOME Youth Services – Board Report
March 2021**

2021 Executive Summary													
	J	F	M	A	M	J	J	A	S	O	N	D	total
Youth Experiencing Homelessness (YEH)													
Salem Run Reports Received & Acted On	0*	0*											
Keizer Run Reports Received & Acted On	0*	0*											
Reunited To Permanent Connections	6	6											
Families Connected With	3	2											
Youth Connected With Via Street Outreach (duplicated)	5	16											
YEH Case Managed	1	2											
Non- YEH Case Managed	0	0											
Drop In Day Shelter (Stationary Outreach)													
Unduplicated Youth Served	84	93											
Total Visits	236	234											
Total Meals (lunch, snack & dinner)	302	294											
Youth New To Services (intakes)	13	20											
Youth Empowerment Program (YEP)													
Youth Participated At Some Level (duplicated)	10	11											
Attended Job Skills Development Workshops	1	1											
Attended Financial Literacy	0*	0											
Attended Education & Business Field Trips	0	1											
Savings Accounts Opened	0*	0											

	J	F	M	A	M	J	J	A	S	O	N	D	total
Taylor's House (Supportive Emergency Shelter)													
Youth Served (residents: monthly = duplicated. Total/ annual = unduplicated)	3	7											
Total Nights of Service	76	78											
Community Support													
Number of Volunteers / Interns	2	1											
Total Number of Volunteer / Intern Hours	40	60											
Key	0* = Activity Not Offered						X* - Did Not Collect Data						
	*U = Unduplicated total												

Comments:

- Youth Empowerment Program highlights:
 - Starting to increase opportunities that were halted due to COVID restrictions. Example being onsite connections with Maps Credit Union. Next week multiple youth are scheduled to open their savings accounts with staff support.
 - Piloted a new virtual opportunity that is in addition to the paid internship aspect of the program. This new activity is a virtual meal prep and cooking class facilitated by our long time culinary partner. Youth sign up for a meal that takes 2 days to complete. Day 1 is meal planning, nutrition, budgeting etc. Staff purchase ingredients and deliver to youth's door (contactless delivery). Program provides ingredients for youth & their family. Day 2 everyone joins Zoom to cook the meal together. The activity is free to youth and while it is not a paid internship, they are learning skills and building connections with their family units. Youth are entered into a drawing to receive quality cookware for them to use as they explore culinary arts, nutrition and basic life skills. Events have been well attended thus far, staff will continue pilot.
 - Received approval from funder to allocate funds to remodel Drop In basement to foster more efficient collaboration with youth. This includes removing an unnecessary wall and building an office, purchasing equipment and increasing video security monitoring. Staff posted on ORPIN and accepted proposal. Work begins in April. Drop In services will be altered during construction, estimated to be 1 week.
- Received \$99,500k from Oregon E-Board to address programmatic needs highlighted by COVID, wildfire and ice storm. Funds are already allocated and will be spent by June 30.
- Solidifying formal agreements with the Salem Police Department regarding the Gladiator Program and run reports. Partnering with them to create a video highlighting the origins of the Gladiator Program and its purpose. Chief Womack is requesting HOME be integrated into officer training to speak on both the services and attributes of the youth population. This is something we have done in the past and will do it more regularly moving forward.
- Significantly increasing street outreach efforts throughout Marion & Polk counties. Staff are offering services outside the Salem core multiple times per week. Staff will continue to improve program to maximize number of youth served and number of contacts made.
- Continue to navigate systems in response to recent incident reports at Taylor's House.
- Continue to work towards renewing State licensing for Taylor's House. Current license expires this spring.

Client Highlight - Most recently we served a 15 yr old youth who has been street dependent for years with his family. His skin condition was so extreme his eyes were nearly swollen shut and face disfigured. Within a few days of being at Taylor's House we were able to get him to a dermatologist. His health journey isn't over yet, but his skin has significantly improved since initiating treatment. Staff has tried to engage with this youth via street outreach for a while now and the "hook" to get him off the streets was our direct access and navigation to health care in combination with emergency housing.