



# **APRIL 2021 MEETING BOARD OF DIRECTORS**

**THURSDAY, APRIL 22, 2021**

## **LOCATION:**

MWVCAA Full Board Meeting (April 2021)  
Thu, Apr 22, 2021 5:30 PM - 7:30 PM (PDT)

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

<https://global.gotomeeting.com/join/243914013>

**You can also dial in using your phone.**

United States: [+1 \(669\) 224-3412](tel:+16692243412)

**Access Code:** 243-914-013

## **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  
April 22, 2021**

MWVCAA Full Board Meeting (April 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.**

<b>I.</b>	<b>Welcome and Introductions</b>	<b>5:30</b>
<b>II.</b>	<b>Public Comment</b>	<b>5:35</b>
<b>III.</b>	<b>Approval of Agenda</b>	<b>5:40</b>
<b>IV.</b>	<b>Consent Calendar</b>	<b>5:45</b>
	1. March 2021 & April 1, 2021 Full Board Meeting Minutes	
	2. April 2021 Executive Director Report	
	3. April 2021 Chief Financial Officer Report	
	4. April 2021 Chief Operations Officer Report	
	5. April 2021 Program Director Reports	
	6. April 2021 Committee Meeting Minutes	
<b>V.</b>	<b>Board Business</b>	<b>5:55</b>
	1. Audit Presentation – <i>Informational</i>	
	2. Acceptance of 2020 Single Audit and Financial Statements - <i>Approval</i>	
	3. Executive Director’s Report	
	4. Motel Acquisition Authority - <i>Approval</i>	
	5. Vista Application - <i>Approval</i>	
	6. Financials – <i>Approval</i>	
<b>VI.</b>	<b>Executive Session</b>	<b>6:30</b>
<b>VII.</b>	<b>Return to Regular Session</b>	<b>7:00</b>
<b>VIII.</b>	<b>Adjournment</b>	<b>7:30</b>

**Next board meeting: Thursday, May 27, 2021**

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

**ATTENDANCE:**

**Board of Directors:**

**Present:**

Catherine Trottman	Jon Weiner	Michael Vasquez
Erika Romine	Linda Bednarz	RW Taylor
Helen Honey	Lyle Mordhorst	Shelaswau Crier
Jade Rutledge	Melissa Baurer	Steve McCoid

**Absent:** Candi House Kevin Karvandi

**Others Present:**

**Program Directors/Staff/Guests:**

Jimmy Jones, Executive Director  
Helana Haytas, Chief Operations Officer  
Kaolee Hoyle, Chief Financial Officer  
Laurel Dixon, Grant Writing Specialist  
Ashley Hamilton, CRP/ARCHES Program Director  
Rogelio Cortes, Weatherization Program Director  
Eva Pignotti, Head Start/Early Head Start Program Director  
Tricia Ratliff, HOME Youth & Resource Center Program Director  
Amy Schroeder, Office Specialist  
Christopher Lopez, Community Member  
Gregg Simpson, Community Member

**The meeting of the Board of Directors was called to order at 5:31 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**

None were made.

**III. Approval of Agenda**

No changes were made.

**MOTION:** To approve agenda made by Helen Honey,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

**IV. Consent Calendar**

**1. February 2021 Full Board Meeting Minutes**

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

**MOTION:** To approve consent calendar made by Linda Bednarz,

**SECOND:** Helen Honey.

**APPROVED:** Unanimously approved

V. **Board Business**

1. **Executive Director's Report:**

- a. Jimmy introduced prospective board members Gregg Simpson and Christopher Lopez.
  - i. Gregg is the founder of local non-profit Save Our Selves an organization in support of racial justice. He also has a passion for BIPOC youth in our community.
  - ii. Christopher is a Council Member for the City of Monmouth. His parents ran a youth homeless shelter on the east coast and he understands issues relating to homelessness.
- b. The ARCHES sale has closed. The debt on the property is formally resolved and we have secured on a lease on the land for the next 30 years of operations.
- c. Jimmy updated the board on the youth-on-youth incident at Taylor's House in February and Agency plans to address it.
- d. The audit is completed and filed on time with the federal clearinghouse. There were no findings for the second year in a row.
- e. Head Start classes to resume in person beginning April 5<sup>th</sup>. The program has received funds to extend the school year into the summer.
- f. Ashley Hamilton, Program Director for the ARCHES Project, gave a presentation on Project Turnkey, a state funded program to acquire motels for sheltering the homeless. The Oregon Community Foundation is offering to purchase a motel for us and supply some of the operating costs. A motel has been identified and we have developed an operating budget for the first year. The purchase of the sale must be complete by June 1<sup>st</sup>.

We would own the motel free and in the clear and could begin operations quickly. If future operational funding declined we would cease operations and sell the motel (any proceeds would be returned to the State).

2. **Early Head Start Child Care Partnership Continuation Grant** – Continuation funding, no program structure changes are planned.

Program Operations	\$1,081,504
Training and Technical Assistance	\$ 23,892
Total	\$1,105,396

**MOTION:** To approve the EHS CCP continuation grant in the amount of \$1,105,396 made by Helen Honey,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

3. **Head Start Federal COLA HS/EHS/Expansion Application** - The US Department of Health & Human Services is providing funding to provide employees and contracted providers with a 1.22% COLA. Programs are required to provide the COLA to all employees or justify if there is a reason that it cannot be provided. Funds in excess of those needed to provide the COLA may be used for higher operating costs.

The funding provided for Head Start is not sufficient to provide the COLA to all employees, but the operating budget will be utilized to fill in the gap, so all employees receive the increase.

The funding provided for Early Head Start in this grant is for both the EHS program and the expansion of EHS and EHS CCP, which have been consolidated into this grant. The funds for the EHS COLA will be in excess of the amount required to provide the COLA for staff and CCP providers, so the remaining funds of \$9,860 will be used to cover costs of the next increase in minimum wage.

Head Start COLA	\$61,996
Early Head Start COLA	\$29,769
Total	\$91,765

**MOTION:** To approve the Head Start Federal COLA HS/EHS/Expansion application in the amount of \$91,765 made by Helen Honey,

**SECOND:** Linda Bednarz.

**APPROVED:** Unanimously approved

4. **Head Start Federal COLA EHS CCP Application** - The US Department of Health & Human Services is providing funding to provide employees and contracted providers with a 1.22% COLA. Programs are required to provide the COLA to all employees or justify if there is a reason that it cannot be provided. Funds in excess of those needed to provide the COLA may be used for higher operating costs.

The funding provided for the EHS CCP program will be in excess of the amount required to provide the COLA for staff and CCP providers, so the remaining funds of \$3,297 will be used to cover costs of the next increase in minimum wage.

Early Head Start COLA	\$13,194
Total	\$13,194

**MOTION:** To approve the Head Start Federal COLA EHS CCP application in the amount of \$13,194 made by Helen Honey,

**SECOND:** Erika Romine.

**APPROVED:** Unanimously approved

5. **Audit Update** – Kaolee Hoyle informed the board the audit is complete and filed with the federal clearinghouse. There were no findings for the second year in a row.

6. **Financials** – Tabled to the next meeting.

VI. **Executive Session** – The board tabled the session to a future meeting.

VII. **Adjournment**

**The Board of Directors meeting was adjourned at 7:12 pm.**

Respectfully Submitted:

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Amy Schroeder, Office Specialist

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Helen Honey, Board Secretary

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Meeting**  
**April 1, 2021**  
**MINUTES**

**ATTENDANCE:**

**Board of Directors:**

**Present:**

Candi House	Jade Rutledge	Lyle Mordhorst	Shelaswau Crier
Erika Romine	Jon Weiner	Melissa Baurer	Steve McCoid
Helen Honey	Kevin Karvandi	RW Taylor	

**Absent:** Catherine Trottman Linda Bednarz Michael Vasquez

**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  
Amy Schroeder, Office Specialist

**The meeting of the Board of Directors was called to order at 5:17 pm by Board Vice-Chair Jade Rutledge. It was determined that a quorum was present.**

**I. Welcome and Introductions**

Board Vice-Chair Jade Rutledge welcomed everyone and introductions were made.

**II. Public Comment**

None were made.

**III. Board Business**

1. Project Turnkey - Oregon Community Foundation (OCF) has offered to purchase a motel for Community Action Agency to operate as a homeless shelter and navigation center. Multiple sites were considered and the property at 3195 Portland Rd NE, Salem, Oregon 97301 has been selected for the project.

The need is there. We are losing a lot of people right now who are dying outside. When all the extra COVID money goes away, we will have to scale back our current motel program considerably at the end of 2022/early 2023. This new project would replace that one, providing a place to keep those in the worst health conditions inside.

OCF can only pay for the appraised value. OCF is handling the cost of the due diligence and providing the earnest money.

If the agency should sell the property down the road we would keep all equity, which can be added to the agency's reserves. Should it sell at a loss, the agency would not be penalized.

We have secured a \$1.2 million operating budget that would take us thru June 30, 2022. Options for future funding could include OCF, VA, OHCS, FEMA and other government agencies.

The next step would be to sign a letter of intent to begin the process. The draft letter has been reviewed and approved by the agency's attorney. The letter is an expression of interest only and does not constitute a binding legal obligation. The agency can exit without penalty should the terms not meet the board's satisfaction.

If the terms are agreed upon the agency would then enter into a purchase agreement, with board approval, and the process would move forward.

**MOTION:** To authorize Jimmy Jones to enter into a Letter of Intent and begin negotiations of up to \$3.8 million for the property located at 3195 Portland Rd NE, Salem, Oregon 97301 made by Helen Honey,

**SECOND:** Jade Rutledge.

**APPROVED:** Unanimously approved

**IV. Adjournment**

**The Board of Directors meeting was adjourned at 6:41 pm.**

Respectfully Submitted:

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Amy Schroeder, Office Specialist

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Helen Honey, Board Secretary



# EXECUTIVE DIRECTOR'S REPORT

## MID-WILLAMETTE VALLEY

### COMMUNITY ACTION AGENCY

#### April 2021 Report

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April is often a busy month at the Agency. In a normal time, we're entering the home stretch in the Head Start year, and preparing for slower summer months. The winter warming season is complete and the housing side can usually pause to catch their breath. This remains a challenging environment, however. The economic fallout of COVID is colossal and, like late last year, we find ourselves in the position to deliver an enormous sum of emergency aid across the community. The public health situation, too, continues to be challenging nationally, with COVID surges across 27 states last week. Oregon, however, remains in a much better position, and Marion and Polk in particular have seen recent declines. The vaccination work continues apace, but was set back a bit this week by the unfortunate stand-down on the Johnson and Johnson vaccine, which requires only one dose. Most of the Agency employees who have been vaccinated to date have chosen either the Pfizer or Moderna two-dose cycle. But for our clients, the J&J vaccine was a very effective option. Many of them have work or transportation issues that make scheduled appointments difficult. For the homeless, the mental health barriers (and to some extent the massive distrust that they have for government and society at large) makes organizing a two-shot regimen exceptionally difficult. And for some, impossible. Internally, there have been no employee positives in the past 30 days (the last was March 10<sup>th</sup>). We are now averaging about 1.5 persons on quarantine per day, which is a virtually nil level compared to the high we reached of 49 on quarantine on January 12<sup>th</sup>. We will still need to be careful, and some of our work practices will likely be forever changed by this public health crisis. But for the first time in more than a year there's a sense of normalcy in the air.

I have, for forty years, been a baseball fan, and more specifically a fan of the St. Louis Cardinals. My maternal great grandfather watched the Gas House Gang Cardinals in the 1930s and my grandfather followed the 1960s champions led by Bob Gibson, Lou Brock, Orlando Cepeda and others. My heroes were Ozzie Smith and Willie McGee and the 1980s Cardinals. Baseball returned earlier this month and with it I always find a new sense of hope. It's a very strange sport, compared to most. It's more about obstacles and failures and setbacks than victory. Above all it breeds stoicism, the ability to endure pain and hardship without despair. It encourages people to live in the moment and to see the world as it is. Those are helpful lessons after a year of fire, smoke, flood, and ice; political unrest, economic trouble, and a reimagining of American life. Our work, really, has always been about telling ourselves the truth about the present, so we can work toward a better future for those in poverty. For the two years leading up to March of 2020, I heard a great deal in Oregon about how Community Action was an obsolete relic of a technocratic age (the 1960s) that had little relevance in the modern world. How could the product of a generation that failed (in the midst of great wealth) to end American poverty be the solution for American poverty today? The past fourteen months have proven we have never been more vital, that we are a young movement, dynamic and thriving and critical to the community in a way few could believe.

## Updates:

- Head Start returned to in-person classes on April 5<sup>th</sup>, with surprising little trouble. Usually the start of a fresh school season is filled with last minute, emergent needs, but Eva and her team pulled off the restart without a hitch.
- The Agency received an additional \$75,000 grant (the first of size won by our new Grant Writer Laurel Dixon) from Legacy Health in Portland. This is a Community Health Grant to fund a health navigator position to work with farm workers in rural Marion-Polk. The farm worker community has not been consistently served across Agency programs historically. The needs there are often very specific service needs for navigation to other resources, ones that don't often fit well within an individual program.
- The 2021 Single Audit is complete without finding. It's attached to this board packet. Ryan Pasquarella from Grove-Mueller-Swank will attend the meeting to present the audit to the Board. Under federal guidelines, we are required to submit for bid the audit contract every five years. We plan to issue that RFP later this spring.
- House Bill 2100, which in some editions would have redistributed up to 20% of Community Action resources statewide, was passed out of the House Housing committee on "dead day," the last day a committee bill could move forward. The final version, the -4, essentially secures the principle of no funding changes for another year, and will convene a task force to explore the question of these funds for the 2022 short session. In reality, any change would not be implemented until July of 2023. We spent a lot of time working on the construction of the task force, which I hope will find not only a way to preserve the funding of vital on-going services, but will also open a pathway for direct contracting for Culturally Based Organizations. This has been a very difficult few months, and at times has turned a lot of allies against each other. For me personally, I have a seat on the housing committee of the Governor's Racial Justice Council, and I have put in a lot of work to address systemic racism in the justice system and housing in particular, only to have to make an argument for why the current homeless services system needs continued support. There is, in the end, no part of American life that has been untouched by white supremacy. That's true at the federal level (from the construction of our elections to the US Senate to the federal model of government). It's true of the state level (Oregon's history is a study in white supremacy. It was essentially illegal to be anything but white for much of the 19<sup>th</sup> century, and Oregon kept racist language in the state constitution until 2002). It's perhaps most true at the local level, where it endures, from non-profits to school boards to city government. Our Community Action movement was founded on the possibility of a better world, one of justice and equality for all. And yet the public perception, in many corners, is that our agencies are white-led relics of systemic racism and white supremacy, which have neither the capacity nor competency to serve people of color. The charge for us is to live up to the lofty statements in our mission and vision, and show that we have the broadest, most diverse view possible of what the "community" in Community Action means. At the state level my hope is we can broaden the Community Action partnership to include additional CBO's.
- The one other legislative matter I will call your attention to is House Bill 3115, which may (or may not) pass out of the session, despite support from the League of Oregon Cities, the Association of Oregon Counties, the Oregon Law Center, and the Speaker's Office. This was a compromise bill that sought to do a very simple thing, envelope the federal law outlined in *Martin v. Boise* (which essentially prohibited a jurisdiction from criminalizing unsheltered homelessness so long as there was not sufficient sheltering capacity) and the *Grants Pass* case, which was a federal court ruling that found that using fines and

citations and non-criminal process to punish people for sleeping outside was unconstitutional. Late last year, the Speaker's office convened a group of advocates, the League and the Association, the Oregon Law Center and others to work on placing these principles into state law, in a way that still allowed local jurisdictions some flexibility in proscribing the *time, place, and manner* where public camping may be allowed. The final compromise took the form of House Bill 3115, but almost immediately many jurisdictions around the state encouraged the legislature to reject it. If it becomes law, local jurisdictions must develop policies that are *reasonable* in terms of limiting public camping, and failures to create or enforce reasonable policies could be challenged in state court. Practically what that means is that someone who is disabled and camping in northeast Salem might be allowed to camp there, that it might not be reasonable to ask them to camp at designated camping areas far away (Wallace, Cascade, etc). Areas far from their food supply, shelter, and other resources. This law would make the Sit Lie laws that have propagated across the state functionally null and void. For Salem, in particular, the summer of 2021 will be a difficult time. The homeless population has swelled over 2020-2021, perhaps as high as 1,500 in the PIT count alone (more on that in the months to follow). Our motel program will end in mid-June. The City's emergency camping program will end not long after. And sometime this summer, ODOT will resume trespassing camps on state property. If you do the math and add up all those people, Salem faces perhaps 1,000 people displaced from their current camps, and funneled into residential and downtown zones, unless the city quickly develops an alternative plan. There is a great deal of public frustration in all this, to be sure. Many wonder why the homeless cannot try harder not to be homeless. Answering that question requires some familiarity with the social-psychology of homelessness, and especially an understanding of what living in unsheltered conditions does to your cognitive functioning. In the ARCHES board report you'll note that only 26 percent of 139 unsheltered folks who were surveyed about the vaccine wanted the shot. The reasons they gave enveloped typical trauma concerns, most particularly a fundamental lack of trust in government, agencies, institutions and even other people. But you'll also see something else. If I have learned one thing in this work it's that people tend to do what is most necessary to them at that moment. Housed people look at the homeless from a different lens, generally one of privilege and security. We have homes, cars, jobs, money, electricity, safety, and purpose. They lack all of that. So they tend to do what is most necessary to them in the moment. They are generally unconcerned about what we think might be important, like the mounds of trash they generate, the impact of their encampments on others, and so forth. The most common question I get from the public these days is "why can't they...?" And my answer usually is "because they can't."

- At the network level and internally, we continue to have conversations about the future of early learning in Oregon. Head Start across the state is facing a bit of a crisis. In the past few years, Oregon implemented a program called Pre-School Promise, which was designed to serve children in families primarily between the 100% and 200% of federal poverty level, though technically they can serve 0% to 200%. Head Start by rule is a 0% to 100% program. Unlike Head Start, which is a very complex federal program that is compliance driven, Pre-School Promise is more flexible with fewer compliance requirements. A little more than a year ago the state fashioned another complimentary piece called Coordinated Enrollment. The idea behind Coordinated Enrollment was that local early childhood professionals would case conference families and determine if they were best routed to Head Start or Preschool Promise. Coordinated Enrollment is, explicitly, the responsibility of the Early Learning Hub system in Oregon. The Hubs are a mechanism for local coordination and planning. They are obligated to organize recruitment for all early learning programs, coordinate networking between programs, and create a system to funnel families into the right program, the one that meets their needs and income. For federal Head Start, it has been made clear that the Hubs cannot coordinate our enrollment, but only our recruitment. Why? Head Start programs have many more eligibility requirements (and a much more established, proven system that has been in place for many years).

But across Oregon that Coordinated Enrollment System has funneled an overwhelming majority of those families into Pre-School Promise, and away from Head Start. The Hubs are in fact directing some families that should have been in Head Start into Pre-School Promise. Locally, neither program is currently full. Both are at about 60 percent enrollment. What we lack, however, is good sophisticated data. How many of the current Pre-School Promise children would have been income eligible for Head Start? More than we may know. In short, Pre-School Promise is drying up the client base by cherry picking children out of a cohort Pre-School Promise was meant only to compliment, not absorb. Compound that practice with the massive amounts of federal resources coming into the region and the relative high standard of living in Oregon compared to (say) Louisiana, we're facing a declining client base in a program that just a few years ago had to waitlist families. After a lot of discussion, Eva and I are exploring ways we can compete for a Pre-School Promise program that would serve as a compliment to what we do, instead of allowing so many families to be drawn off in this competitive environment. That's an opportunity that may come sooner rather than later. Normally the state makes expansion and other opportunities available in May or June. The awards follow quickly and the state expects operations to begin in September of the same year. We're going to need more space. (If Board members see any opportunities for rental properties in Marion/Polk that we may not know about, please pass those on to Eva or I).

There is also a push to change federal income eligibility guidelines. That's another route to the same goal. Instead of chasing a dwindling base nationally, the base could be grown. There are pros and cons to such a plan. One of the biggest reasons not to do it is the current synergy between the state and federal programs. That could be lost with changing income guidelines. There's also a push statewide at the moment, in everything from education to housing to human services, for categorical eligibility (that is, if you're eligible for SNAP or free lunches or WIC, you're eligible for all these pre-school programs). That too is a complexity, because federal requirements with some grants would not perfectly align with state rule-making on categorical eligibility.

- We're continuing to work the aftermath of the Santiam Canyon fire. Our team works with our Board Member, Melissa Baurer, and her folks at Santiam Hospital and the related groups we've put together to funnel a lot of private donations into individual needs. The largest group of the unhoused refugees from that fire remain in Jackson County, near the southern Oregon border. Locally, what we're facing now is a group of folks who were homeless before the wildfires. They may have been unstably housed, and possibly sleeping on someone's couch. They may have been camping in someone's back yard or out beyond a tree line. They may have been living in a car or RV that was destroyed. Most of these clients have been in motels now for months. Many of them have proved difficult to house, because of very significant barriers that predated the wildfires, including criminal history, trauma, substance use disorders and limited incomes. We have seen mixed engagement at the state level on this problem. Generally, most of the problem solving that's working here is hyper local.
- The winter sheltering season is complete, though the motel program will continue until mid-June. I cannot tell you how grateful we have been to have these extra resources. Many of the folks we've sheltered have grave health conditions and some of them would not have made it through the winter without this work. At day's end, in the middle of a pandemic, we managed to provide more bed nights than at any time in our history (currently at 11,054). Our goal for this winter, after last winter, was a bed count of 10,000 for the winter of 2020-2021. I never thought we would get there, given the space limitations from COVID. But the motel program saved us.

**Some Service Data:** I sent a version of the attached charts around last week, and provided some context. This data has been cleaned up a bit, and is updated to reflect not only Agency use but sub-contractors that we are funding. You'll see that the new data filter allowed considerable jumps by Lane and Deschutes. Most of their homeless funds are (like ours to differing degrees) subcontracted, braided, or leveraged across multiple projects.

This first image shows the total number of clients served on *just* the Community Action housing programs statewide in 2020. Marion/Polk has the second greatest statewide count after Lane County. (Remember much depends on service philosophy: *a lot of resource to a few number of people, or just a few services/supports to a large number of people*). We were a very solid second statewide with about 19,000 clients served in some capacity. Image #2 shows the total non-Hispanic BIPOC (Black, Indigenous and People of Color) counts for our region versus the others, and we were third only to Lane and Multnomah with nearly 3,000 BIPOC residents from Marion-Polk (about 16 percent of our total served). Image #3 shows the Hispanic service population only. And there we served about 5,700 Hispanic residents of Marion-Polk (or about 30% of our total). That was the greatest number in Oregon. In total, after we exclude duplication, we served about 8,300 people of color in our housing programs in 2020 (about 44% of the totals). Much of that growth was driven by expanded rental assistance models, and the heavy need among farm worker populations in rural areas.

Jimmy Jones  
Salem, Oregon

IMAGE #1: Oregon total housing client counts, 2020

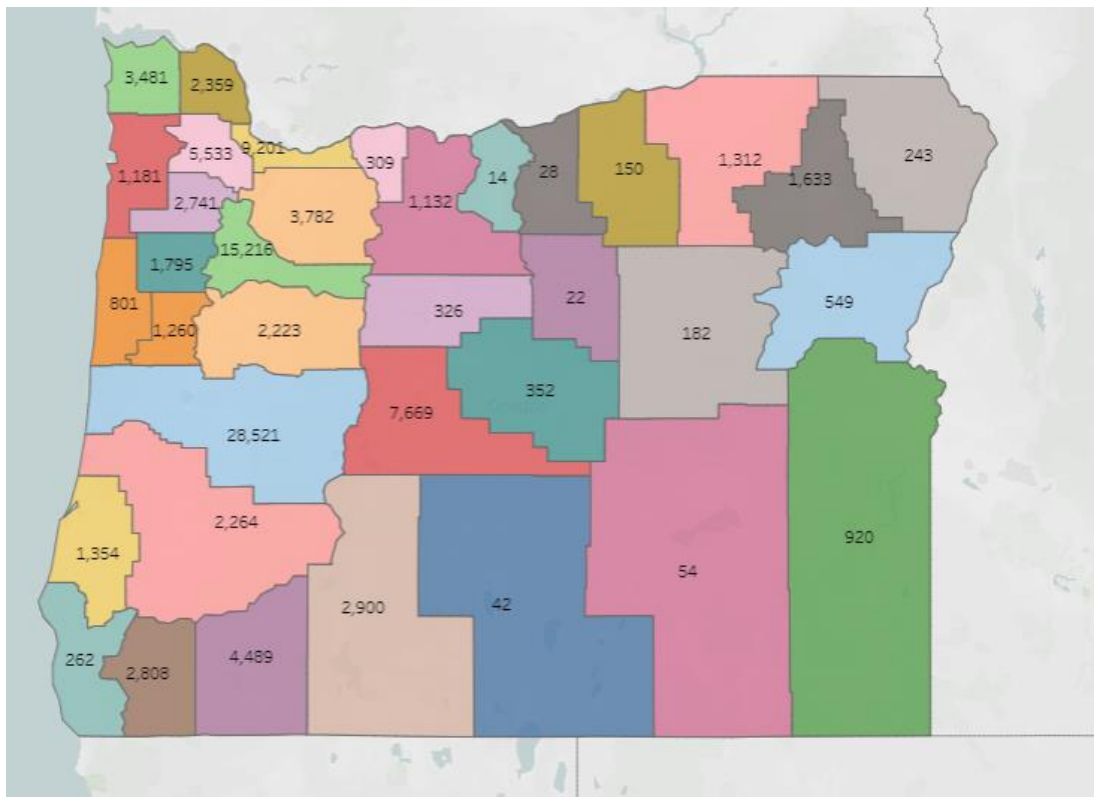


IMAGE 2: BIPOC (excepting Hispanic Households) Housing Client Counts, 2020

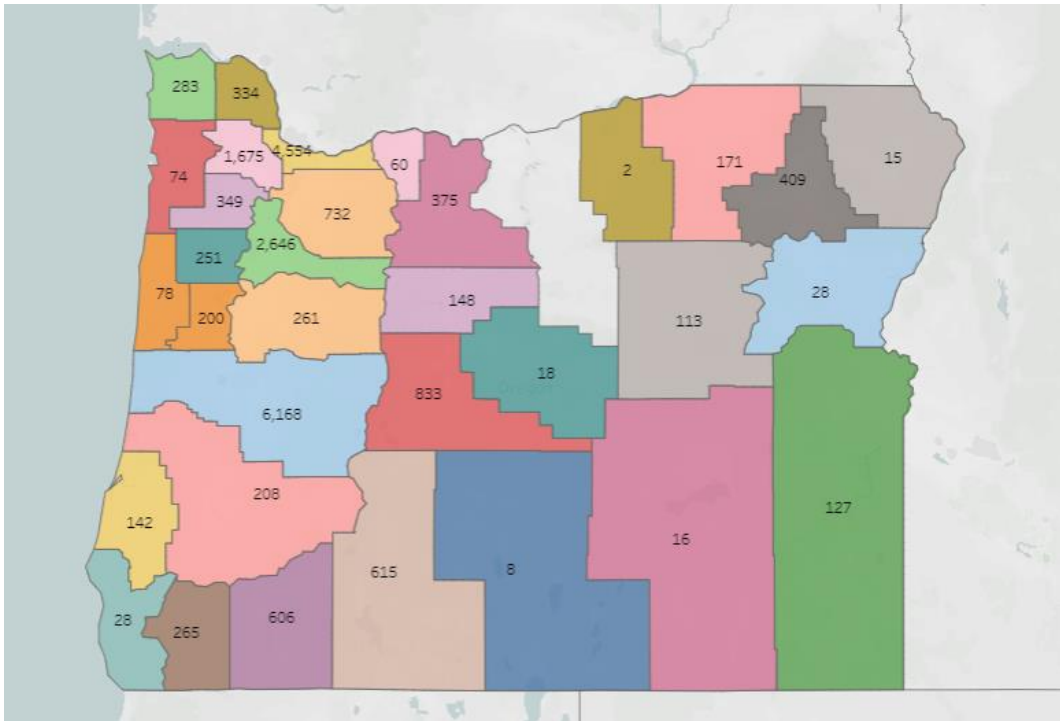
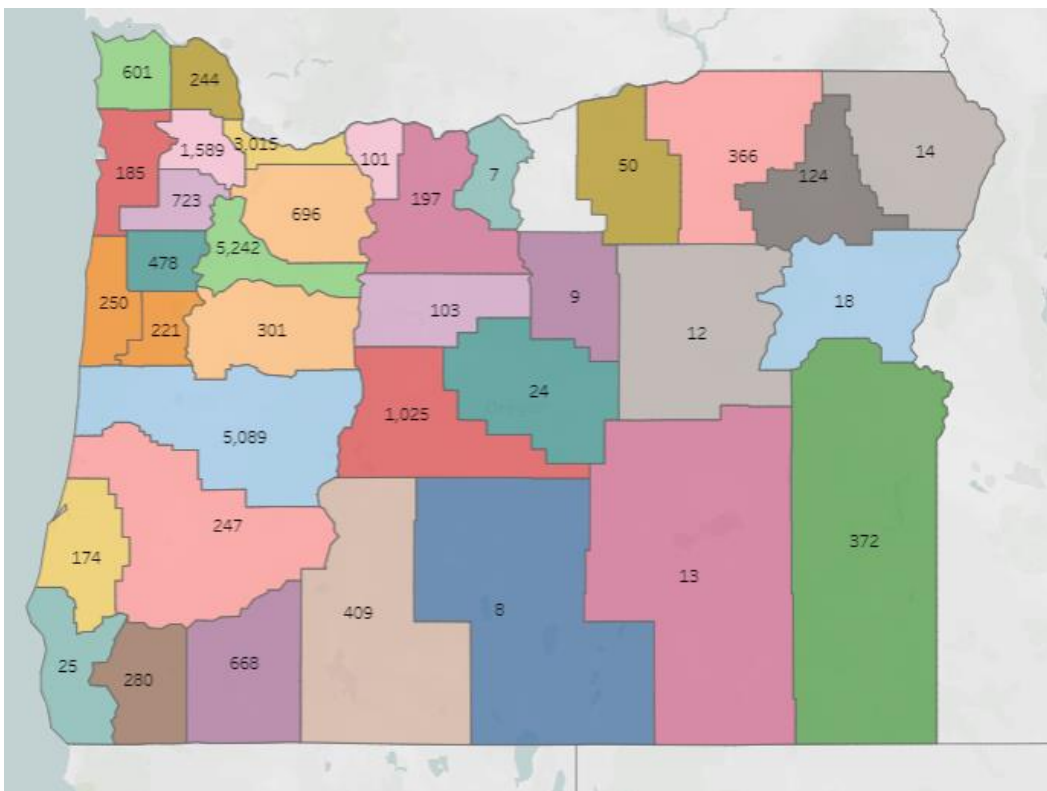


IMAGE #3: Hispanic Housing Clients, 2020



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

6/30/2020 Annual Financial Audit

The 6/30/2020 audited financial statements were completed and signed on March 23, 2021. There were no findings in the 6/30/2020 audited financial statements. The single audit report was submitted to the Federal Clearinghouse on March 24, 2021.

IRS 990

The Finance Department is currently working with the tax preparer to complete the IRS 990.

OHCS Fiscal Monitoring

The OHCS Fiscal Monitoring will be July 12<sup>th</sup> – 16<sup>th</sup> and 19<sup>th</sup> - 21<sup>st</sup> 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%	
<b>Total Revenue</b>	<b>23,734,450</b>		<b>42,940,231</b>				
<b>Expenses</b>							
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}
<b>Total Expenditures</b>	<b>24,587,446</b>		<b>41,690,231</b>	<b>50%</b>	<b>59%</b>	<b>9%</b>	<b>{g}</b>
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
	685,802	

80% of total revenue under expenditures

{i} \$245k is COVID.



# MWVCAA

## Actual to Budget, 7/1/2020 - 1/31/2021

	7/1/2020 - 1/31/2021		FY21 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference	
Grant and awards	\$ 26,419,782		\$ 41,497,769	58%	64%	5%	
Other program revenue	26,359		55,000	58%	48%	-10%	
Contributions	148,409		137,462	58%	108%	50%	
Other revenue	777,709	{h}	1,250,000	58%	62%	4%	
<b>Total Revenue</b>	<b>27,372,260</b>		<b>42,940,231</b>	<b>58%</b>	<b>62%</b>	<b>4%</b>	
<b>Expenses</b>							
Community resource programs	10,778,682		12,496,517	58%	86%	28%	{a}
Reentry services	89,421		318,519	58%	28%	-30%	{b}
Child care resource and referral network	446,917		1,648,951	58%	27%	-31%	{c}
Energy assistance programs	3,857,728		5,111,080	58%	75%	17%	{d}
Weatherization services	846,640		1,529,571	58%	55%	-3%	
Nutrition first USDA food program	2,024,058		3,513,697	58%	58%	-1%	
Head start	7,805,268		13,927,350	58%	56%	-2%	
Home youth and resource center	494,814		1,037,410	58%	48%	-11%	{e}
Management and general	1,166,794		2,107,136	58%	55%	-3%	
<b>Total Expenditures</b>	<b>27,510,322</b>		<b>41,690,231</b>	<b>58%</b>	<b>66%</b>	<b>8%</b>	{f}
Revenue Over/(Under)							
Expenditures	\$ (138,062)	{g}	\$ 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} Overall, expenditures just over under 10%.

{g} Deficit due to timing of billings.

{h} \$245k is COVID.

**Chief Operations Officer Report  
To The Community Action Agency Board  
Helana Haytas, COO  
April 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 or visiting. The agency is seeing 1-2 exposure quarantines per week, which is a drastic reduction from late last year. The agency has ended paid quarantines for COVID exposure and symptoms now that the numbers are down. The agency avoided lay-offs due to COVID last year, and has been able to keep COVID out of the workplace by paying staff to remain on quarantine leave due to COVID. However, the paid COVID leaves ended at the end of March, and staff are using sick and vacation hours for illness going forward. The agency is continuing to paid leave for COVID impacts on child care and school closures, supporting staff parents as they continue to manage care and education until schools are fully opened.

**Main Office**

The building will begin a restoration from the flooding over the next couple of months so we are looking forward to the repairs and getting the office back in order.

**Agency Recruiting and Hiring**

With 29 posted positions, we have roughly 55 vacancies we are currently trying to fill and bringing in on average 300 job applications per month since February. ARCHES COVID Rent Relief operations are on a fast track to hire 25 staff by end of the week to provide much-needed support to the community. ARCHES' Tanner Project and motel programs are also in a heavy hiring mode to staff services for Veterans and for local, vulnerable and unsheltered individuals. Head Start opening classrooms this week also increased demands on HR for staffing as well as residential youth support in the HOME Youth Services. Look for the local digital billboards in areas around Salem over the next few weeks.



Chief Operations Officer Report



## THE ARCHES PROJECT

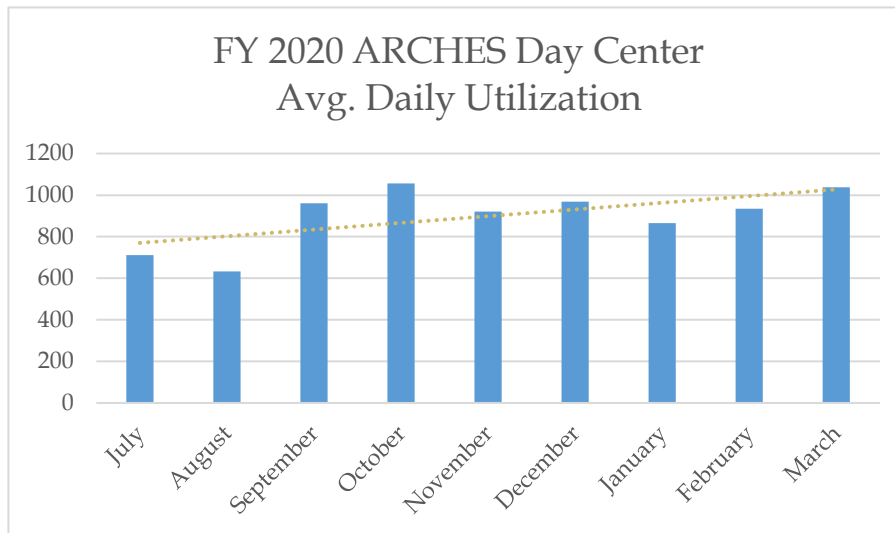
615 Commercial Street NE  
Salem, Oregon 97301

CRP Board Report – April 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:

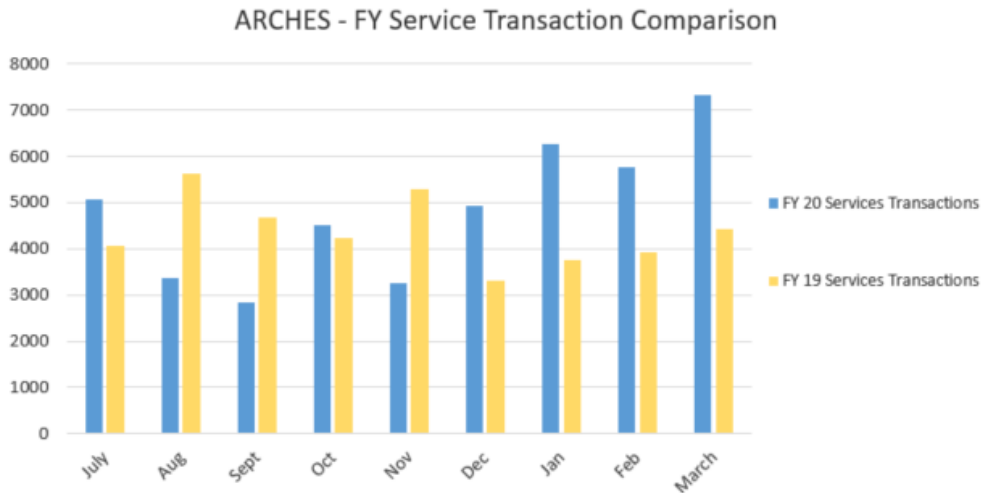
Since opening day, the total number of duplicated Day Center visits is 52,466 - with an average daily attendance rate of 71. For FY 2020, the Day Center continues to see a steady increase in utilization.



## Community Resource Program

### ARCHES Basic Needs & Supportive Services:

Current utilization of Day Center Supportive Services continues to grow in comparison to Grant Year 2019 numbers. In all, during the month of March, ARCHES saw 7,316 supportive service transactions – our largest number to date. This is a 65% increase from March 2020 and shows an increased number of individuals seeking services despite COVID. The majority of Supportive Services provided in March were in the meal category – both breakfast and lunch -- at 54%.



Thanks to the good work of JD Health and Wellness, ARCHES hosted a vaccine event on April 1. During the clinic, there were 17 unsheltered individuals, 5 staff, and 1 volunteer who were vaccinated. This vaccination rate was consistent with our expectations. To help increase vaccination rates, ARCHES will continue to host multiple vaccine events in the near future. Our next one is scheduled for April 19, with an added focus on vaccine education based upon trainings provided by Orgeon Health Authority.



## Community Resource Program

### COVID Vaccine Interest:

ARCHES is working closely with local health care systems to develop and implement plans for vaccine distribution within the area's unsheltered population. These conversations include regular engagements with: Marion County, Oregon Health Authority, Salem Health, North West Human Services, JD Health & Wellness, the Oregon Health Authority, and our local Coordinated Care Origination - Pacific Source.

To better assess potential vaccine uptake, ARCHES has begun an electronic survey to be filled out by staff with clients. This survey helps not only to gauge overall interest in the vaccine, but also helps to better identify why someone is opting out of the vaccination. This information is critical in developing systems and educational materials targeted for the unsheltered population. Hopefully working to alleviate their concerns.

Since beginning the survey on April 1, we have collected 139 responses. Only 26% of the homeless population reported interest in receiving the vaccine. Some of the primary reasons for these vaccine-adverse beliefs include: believing the vaccine to be dangerous or unhealthy, overall suspicions of the vaccine/manufacturers/or health system, misinformation, and a general non-concern for COVID. When asked if a guaranteed hotel room would change the respondents mind on receiving the vaccine, only 6 of the 139 said "yes."

Overall, this lack of interest in the COVID vaccine is not surprising to our staff. Working so closely with the population it's clear to us that this is a classic example of Maslow's Hierarchy of Needs at play. The population is primarily worried about their basic needs in terms of survival, such as: food, water, shelter, safety. A vaccine for a largely under-represented disease in their population base is less of a concern.

Are you interested in receiving a COVID-19 vaccine? (\*If the answer is yes, then skip to submit form. If answer is No or Maybe, complete the rest of the survey.)

[More Details](#)

● Yes	37
● No	90
● Maybe	10



## Community Resource Program

### 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*), outlines our prevention services, rental assistance, barrier removal, and deposits. The second category is specialty programming (*Table 2*), which is inclusive of services that provide basic need supports, as well as self-sufficiency development.

During the month of March, 173 households (336 persons) received housing support. This is the highest household served count this fiscal year. Including 10 new housing placements, as well as 12 households exiting into self-sufficiency. Meaning they are able to live independently of ARCHES assistance moving forward. Since tracking began in July 2019, 470 households have exited ARCHES programming into permanent housing solutions.

March ARCHES Housing Programs										
<i>Table 1</i>										
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	23	9.2	33	33	6	0	0	12	11	66
Home TBA - D	0	0	0	0	0	0	0	0	0	0
ERA	3	8	3	0	2	0	0	3	0	3
HUD CoC	15	9.15	17	21	2	0	0	13	2	38
City of Salem - TBRA	3	9	3	2	2	0	0	3	0	5
EHA - RRH	4	9.5	5	0	0	0	0	2	2	5
EHA - D	0	0	0	0	0	0	0	0	0	0
DHS Fresh Start RRH	8	9.4	11	4	8	1	1	8	0	15
DHS Navigators	9	0.0	9	0	3	3	1	9	0	9
HSP	20	8.25	27	46	4	2	5	18	2	73
Redwood Crossing	21	11.5	21	0	0	0	0	21	0	21
OHA-VRAP	33	10	43	6	2	1	0	30	3	49
Tanners Project	17	9	17	9	9	1	0	14	3	26
VET DRF	7	7	12	3	1	0	4	7	0	15
EHA	10	8.3	11	0	8	2	1	10	0	11
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
<b>March Served</b>	<b>173</b>	<b>7.1</b>	<b>212</b>	<b>124</b>	<b>47</b>	<b>10</b>	<b>12</b>	<b>150</b>	<b>23</b>	<b>336</b>
<b>FY Total Served</b>	<b>1160</b>	<b>7.4</b>	<b>1452</b>	<b>854</b>	<b>333</b>	<b>133</b>	<b>70</b>	<b>931</b>	<b>193</b>	<b>2296</b>

ARCHES specialty services engaged 416 households in this most recent period (March 2020), with the two most common services being VSO Assistance and Outreach. To date, 11,876 households have connected with ARCHES specialty services since July 2019.



## Community Resource Program

March ARCHES Specialty Programs						
<i>Table 2</i>						
Specialty Programs	Households Served	Adults	Children	Veterans	Fleeing DV	Total Unique Served
Marion County VSO	184	184	0	184	0	184
Mobile Showers	20	20	0	0	0	20
RENT	0	0	0	0	0	0
Birth Certificates	0	0	0	0	0	0
Coordinated Outreach	212	382	19	17	10	382
<b>March Served</b>	<b>416</b>	<b>586</b>	<b>19</b>	<b>201</b>	<b>10</b>	<b>586</b>
<b>FY Total Served</b>	<b>5762</b>	<b>6322</b>	<b>116</b>	<b>3276</b>	<b>101</b>	<b>6419</b>
HRAP	9	9	0	0	0	9
Coordinated Entry	98	120	68	2	3	188
<b>Coordinated Entry - March TOTAL</b>	<b>107</b>	<b>129</b>	<b>68</b>	<b>2</b>	<b>3</b>	<b>197</b>
<b>Coordinated Entry - FY TOTAL</b>	<b>4211</b>	<b>5771</b>	<b>5593</b>	<b>126</b>	<b>137</b>	<b>10845</b>

Currently, Coordinated Entry is ARCHES' highest volume specialty programming with 197 persons (107 households) served in March. To date, the Coordinated Entry team has assessed 4,211 households since July 2020. In addition, during the month of March, 416 HHs were referred to housing programs from Coordinated Entry; 17 of which were to ARCHES Rapid Re-Housing placements, and 399 to COVID Rental Assistance.

### **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 available funds 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 deliver all \$2,973,887 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 arrearages dating back to April 2020, as well as future rent payments through June 2021. Currently, the program is roughly 11% spent down towards this goal, but we are gearing up to push heavy sums in April, May and June.

In addition to STARR funding, ARCHES anticipates the release of COVID - Emergency Rental Assistance (ERA) from OHCS. The final allocation is \$14,759,475 is to be spent by September 2022, with 65% spent by September 2021. Households will begin to apply in May 2021 using the state-run ALLITA platform. For this system, ARCHES will provide technical and phone support, final determinations of eligibility, and facilitate bill payments. The link to this online application is currently unavailable at the state level, but ARCHES anticipates full

## Community Resource Program

access within the coming weeks. To orchestrate this effort, ARCHES is hiring 25 full-time employees to be added to the COVID - Call Center, as well as directing future marketing efforts and linkages to low-income and minority populations.

### **Program Success Story: Tanner's Project**

"A female (S.R) accessed ARCHES services via the Portland Rd Warming Shelter. A staff member emailed ARCHES - Veteran Services/Tanner Project once S.R self-identified as a veteran. Once this connection was made, staff learned that S.R just relocated to the area 1 month ago from Texas and arrived without housing opportunities. S.R contacted ARCHES and learned about the Portland Rd. shelter where she stayed for about 3 weeks. After being assigned to Michelle, staff were able to complete the Coordinated Entry process with S.R and scheduled for her to return the following day for her COVID test. Upon completion, she was able to move into Tanner's Project on 2/22/21. During S.R's time at Tanner, she has been able to obtain her assurance wireless phone, locate employment, and accessed EHA Vet DRF (a state document recording fee) funding to purchase work clothing. S.R has identified her next step as obtaining housing. EHA Vet DRF will provide for financial assistance with application fees, deposit and rental assistance. S.R is looking forward to obtaining housing in the near future!" ~ Michelle Justice, Behavioral Health Coordinator I

### **Program Success Story: ARCHES Motel Program**

Scott and his wife were referred to the ARCHES Motel Program through a local community partner. Scott's wife has severe medical conditions, making life on the street an even greater challenge. Scott has been working with our staff every day with the goal of obtaining housing and employment. Because of Scott's dedication, the resource supports of program staff, and a safe room to sleep in, Scott has been able to find employment and secure a place to live for he and his wife.



*The Out of the Cold - Warming Hotel Program* was established near the end of December 2020. Since then, more than **255** households have been sheltered. ARCHES Project has received multiple referrals from more than 20 community partners that resulted in a hotel stay for homeless individuals with chronic health conditions. Though hotel stays are often brief, our staff work hard at navigating services for guests, often resulting in positive health outcomes



## Community Resource Program

### Program Success Story: ARCHES Housing Opportunity Program (AHOP)

Abby Pagett, a case manager with AHOP was working with a client who was initially denied for a unit due to her lack of rental history and criminal history. Abby worked closely with the client to appeal this decision. Submitting letters to the landlord which explained her previous felonies. Outlining that these infractions were tied to severe mental health issues, and therefore a protected disability. AHOP requested a reasonable accommodation on the client's behalf in accordance with Fair Housing law. This required the landlord to overlook criminal history as an eligibility criteria since the criminal history was tied to an untreated disability. The client is now under supervision of mental health professionals. AHOP also appealed the denial based on lack of rental history. Due to her unsheltered status, this makes the client eligible for ARCHES housing, and it unlawful to deny someone due to the fact that they are receiving housing assistance. After going back and forth with the property management, AHOP was able to reverse that decision and the client was ultimately approved for the unit. She moves in within the next few weeks.

### Winter Warming & Hotel Sheltering:

ARCHES has concluded its emergency severe weather and fixed site shelter models for the winter season. During operations, 1,644 bed nights were provided using these emergency shelter/congregate options alone.

Moving forward, the Motel Program will continue. This program is likely to extend through June 15, 2021. Currently, ARCHES has **145 households** in residence. All were previously unsheltered, and the majority have several chronic health conditions which make them more vulnerable to COVID-19. A few are also referrals from local culturally specific providers, wildfire survivors, vulnerable women awaiting placement into permanent shelter opportunities, as well as persons recovering from the COVID vaccine.

To date this winter season, Community Action has provided 11,054 bed nights have been provided since October 2020. That number far surpasses the bed night availability of FY 2019, and any year in our history.

FY 2020 - 2021 Warming Season				
Month	Open Days	Number of Bed Nights	Number of Volunteer Hours	Pets
October	1	108	34	0
November	2	46	28	0
December	10	425	54	0
January	31	3083	59	20
February	28	3410	35	3
March	31	3982	37	1
<b>Total</b>	<b>103</b>	<b>11054</b>	<b>247</b>	<b>24</b>

## Community Resource Program

### Program Highlights:

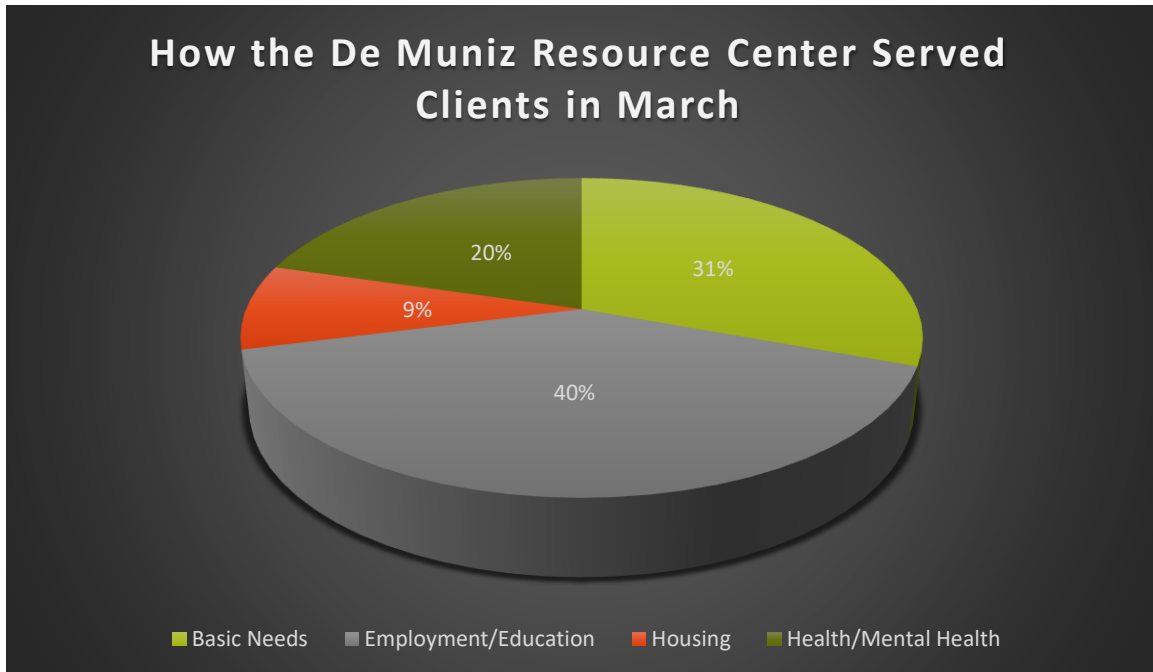
- Mobile Shower services began on March 18, 2021, after almost a year hiatus due to COVID. Since then, 69 showers have been provided. Moving forward the weekly schedule is as follows:
  - M-Aware Food Bank (Woodburn)
  - T- Grace Community Church (Salem)
  - W- Portland Rd. Shelter
  - Th- Church at the Park
  - F- Preventative Maintenance (No Showers)
- MWVCAA - ARCHES is moving forward on a collaborative project with the local Continuum of Care: Mid-Willamette Valley Homeless Alliance. Part of the Community Action mission is to organize services for greatest possible impact. The Community was recently awarded more than \$5.5 million in the Emergency Solutions Grant (ESG). ESG awardees will contract with MWVCAA for: contract and fiscal management, Coordinated Entry, HMIS monitoring and support, as well as project advice and spend down. In total, 24 projects in 8 agencies are part of this regional collaboration, which will funnel that \$5.5 million to homeless service programs across Marion and Polk Counties. The projects include more for street outreach, rapid re-housing, shelter, and data collection. In addition, ARCHES, HOME, Head Start, and Demuniz will receive direct ESG allocations for expanded service delivery.
- ARCHES - Veteran Services was recently formally selected to be the primary service provider for the new YMCA Veteran Affordable Housing project. All placements and supportive services will be facilitated by ARCHES. The timeline is still to be determined, but this project will add 34 veteran housing units to the community stock.



# De Muniz Resource Center

April Cox, Director

April 2021



## Opportunities/Challenges

- ❖ De Muniz Resource Center served 106 clients in March.
- ❖ Seventy-five percent of the clients served in March were adults in custody versus community clients (25%).
- ❖ We continue our collaboration with Oregon Human Development Corporation for our new housing reentry grant. Director is focused on creating new partnerships with agencies in Woodburn that already serve the Latinx community.
- ❖ This month 12 clients (16 occurrences) took advantage and attended our cognitive based classes. The classes covered the following topics:
  - Problem solving
  - Success planning
  - Mindfulness minutes
  - Healthy mind frames
- ❖ 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 yielded 33 clients got enrolled for Oregon Health Plan (prior to their release).
- ❖ Main challenge continues to revolve around budget shortages and restrictions due to COVID-19.

# De Muniz Resource Center

April Cox, Director

April 2021

## Success Story

### *“A Team Effort”*

TJ initially came into the center looking to sign up for health insurance during our weekly Oregon Health Plan (OHP) clinic. After speaking with TJ further, I found that he was also in need of an ID. I explained to TJ that we did offer supportive services to cover the cost of ID where it was needed for employment. At that time, TJ shared that he was also struggling to find a job so we made an appointment to discuss his employment goals.

I built a functional resume for TJ to use in his job search and we discussed the particular barriers around him getting his first Oregon State ID. Each time TJ came into speak with me his sister joined him. A support system is vital to anyone's success and it was so nice to see that TJ had such an advocate on his sister.

TJ returned to the center to share that he had been offered a position with Don Pancho, conditional on him obtaining his Oregon State ID. TJ had enough foresight to schedule his appointment with the DMV weeks prior. We were able to cover the cost of TJ's ID and he was ready to start his new position. It is rare that our clients have the positive family supports they so desperately need, it was heartwarming to see TJ's sister rally behind him in what can be such a trying and confusing time.

-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  
April 2021

**Opportunities:**

- **Completed:** CCRR Annual Child Care Provider Survey. 89 providers responded. Down some from last year, but not by a lot.
- **In Process:** Working on 2<sup>nd</sup> Annual CCR&R Summary report based upon survey.
- **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.
- **Completed:** 6<sup>th</sup> position (bilingual) that was open, is now filled.
- **In Process:** Lead staff attending Dare To Lead workshop/cohort. It is about the heart of daring leadership. Its building courage in teams and organizations to cultivate a culture in which brave work, tough conversations, and whole hearts are the expectation, and armor is not necessary or rewarded. Based on research of Brene Brown, Ph.D.
- **Collaborating** 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.  
**DATES:** May 4 & 5<sup>th</sup> Introduction to The Creative Curriculum® for Infants, Toddlers & Twos (Spanish)  
May 8<sup>th</sup> Implementing The Creative Curriculum® for Preschool (Spanish)  
June 8 & 9<sup>th</sup> Introduction to GOLD®: Exploring MyTeachingStrategies® (Spanish)  
June 5<sup>th</sup> Implementing The Creative Curriculum® for Preschool English  
June 16<sup>th</sup> & 17 Introduction to GOLD®: Exploring MyTeachingStrategies®
- **Completed:** CCR&R Presented at the Polk County Community Resource Academy March 30<sup>th</sup>. Presented to Polk Community (virtually) about CCR&R program. This is put on by Polk County Family and Community Outreach.
- **Participating:** in the **Polk County Fam Jam** reverse parade for parents. **At the Polk County Fairgrounds late April.** Will be in a booth with the Superhero theme. Will give away CCR&R/CAA resources, including homemade playdough, superhero bracelets and stickers.

**Challenges:**

- **Contract/Budget Update:** Received ELD Amendment March 11<sup>th</sup>! 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.
- **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.
- **Working** slowly on transition plans for staff to return at least 2 days at our office. Many of them still currently work remotely. There are about 4 of us who have opted to come in daily.

Energy Services March Program Report  
Traia Campbell, Program Director

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

Energy Services households served in March: LIHEAP, LP Cares, OEA PGE & PP, and OLGA

**MARCH 2021**

<b>Funding</b>	<b>HH</b>	<b>People</b>	<b>&gt;6</b>	<b>60+</b>	<b>Disabled</b>	<b>@ or below 75% of poverty</b>	<b>Ave HH pmt</b>
LIHEAP	607	1740	199	229	209	226 =37% of hh served	\$387.73
LP CARES	237	787	93	61	53	78 =32% of hh served	\$395.57
	0	0	0	0	0	0 =% of hh served	\$0.00
OEA PGE	432	1163	114	214	171	130 = 30% of hh served	\$379.27
OEA PP	57	147	17	19	20	24 =42% of hh served	\$401.22
OLGA	125	388	40	53	45	43 = 34% of hh served	\$425.30
	0	0	0	0	0	0 =% of hh served	\$0.00
<b>Total</b>	<b>1458</b>	<b>4225</b>	<b>463</b>	<b>576</b>	<b>498</b>	<b>501 =34% of hh's served</b>	<b>\$397.82</b>

**March 2020**

<b>Funding</b>	<b>HH</b>	<b>People</b>	<b>&gt;6</b>	<b>60+</b>	<b>Disabled</b>	<b>@ or below 75% of poverty</b>	<b>Ave HH pmt</b>
LIHEAP	418	180	200	154	151	142 34% of hh served	\$372.70
OEA PGE	285	772	97	134	139	93 33% of hh served	\$373.28
OEA PP	63	154	14	38	26	18 29% of hh served	\$354.29
OLGA	121	383	49	41	41	37 31% of hh served	\$389.38
GAP	26	86	8	9	7	39 27% of hh served	\$127.97
<b>Total</b>	<b>913</b>	<b>1575</b>	<b>368</b>	<b>376</b>	<b>364</b>	<b>329 40% of hh's served</b>	<b>\$372.41</b>

Energy Services closed to the public March 23, 2020 due to the Covid19 pandemic. In March 2021 our office is open with limited access to the public. Energy Served over 61% more households (545) and (2680) more people in March PY 2021 vs March PY 2020. By utilizing our local application (Request) Energy has reached several new households. Many applicants are returning after years of not receiving assistance while others are contacting Energy for the first time. Once Energy opens fully to the public, I foresee a hybrid of both in office appointments and our local application. The local application is best for households that receive steady non changing income (i.e. SS, SSI, Pension, etc.) while in office appointments are recommended for households that have wages and/or multiple sources of income. The pandemic has proven there are multiple ways to assist our community.

As of the end of March, Energy has remaining funding of LIHEAP, OEA PGE & Pac; a GAP allocation of \$25,000 was received March 31. A large percentage of clients assisted in PY 2021 have received all available funding and are being referred to community partners and utilities for additional assistance. Energy is anticipating addition LIHEAP funds through the American Rescue Plan Act (ARPA). We are awaiting regulations and guidelines from OHCS for the new funding. The Federal ARPA funding is primarily for household impacted by Covid19 and will follow LIHEAP guidelines. Energy is keeping files of households impacted by Covid19 that have received LIHEAP & OEA funding with a remaining utility account balance to enable Energy to quickly identify those in need when the funding is received.

March 2021 Polk Co								
Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	58	160	16	23	23	20	=34% of hh served	\$391.81
LP CARES	25	87	13	5	7	7	= 28% of hh served	\$390.60
	0	0	0	0	0	0	= % of hh served	\$0.00
OEA PGE	0	0	0	0	0	0	= 0% of hh served	\$0.00
OEA PP	30	80	5	8	10	11	=36% of hh served	\$381.00
OLGA	15	39	4	4	6	5	= 33% of hh served	\$388.06
	0	0	0	0	0	0	= 0% of hh served	\$0.00
<b>Total</b>	<b>128</b>	<b>366</b>	<b>38</b>	<b>40</b>	<b>46</b>	<b>43</b>	<b>=33% of hh served</b>	<b>\$387.87</b>
March 2020 Polk Co								
Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty		Ave HH pmt
LIHEAP	44	143	21	18	19	13	30% of hh served	\$375.00
OEA PGE	2	11	3	1	2	1	50% of hh served	\$430.00
OEA PP	38	105	12	19	12	12	32% of hh served	\$372.50
OLGA	15	49	7	5	5	3	20% of hh served	\$365.34
GAP	3	18	4	1	0	0	0% of hh served	\$132.34
<b>Total</b>	<b>102</b>	<b>326</b>	<b>47</b>	<b>44</b>	<b>38</b>	<b>29</b>	<b>29% of hh served</b>	<b>\$385.71</b>

**Nutrition First**  
**Sue Maxwell, Program Director**  
**April 12, 2021**

- ✓ For the month of March, we signed on ten new providers (10 OCC registered/certified and 0 DHS listed) and closed eleven leaving a total of 496 homes.
- ✓ Nutrition First staff traveled only 149 miles during March. These were “porch” visits we did with new providers).
- ✓ One hundred thirty one homes were “visited” in March. We are back to three visits per year as we are in a new federal fiscal year.
- ✓ A new educational training started this quarter. This unit is all about the nutritional value 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 mid-summer?).
- ✓ Approximately 1,048 children were “visited” in March.

**USDA Update from the Hill**

The new U.S. Secretary of Agriculture, Tom Vilsack (who also led USDA under President Obama) is working with Congress to pass the Child Nutrition Reauthorization (CNR). The most recent CNR – the Healthy, Hunger-Free Kids Act of 2010 – included the most significant changes to child nutrition programs since the 1970’s.

In 2015, during the 114<sup>th</sup> Congress, efforts began to rewrite and reauthorize CNR. In the end, however, legislative process fell apart in both 2015 and 2016 – with Congress ultimately failing to pass a new CNR. While CNR traditionally is revised every five years, it does not necessarily have to be reauthorized, as most of the program authorizations are permanent or have been extended through the annual appropriations process.

CACFP/USDA is working on the following:

- ✓ The CACFP Emergency Funding was created due to the loss of funds during the pandemic. These funds should be released to the states by June, and then passed to the sponsoring organizations after a rather complex equation to be completed by the state.
- ✓ Cut area eligibility from 50% to 40% (more providers and children would qualify for the higher reimbursement rates.)
- ✓ Increase reimbursement rates to providers and organizations.
- ✓ Youth shelters for the homeless would see the age limits increased – from age 18 up to age 24 (for meal reimbursement.)



**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL  
Eva Pignotti, Program Director - April, 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	88.33%					
Subsidized	86.19%					

**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	91.32%					
Subsidized	95.83%					

**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	89.69%					

**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	401					
Subsidized (20)	N/A	15	20	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	62					
Subsidized (8)	N/A	8	8	7	7	7	8					

**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	75					

## 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	54					
Subsidized	N/A	0	1	2	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	3					
Subsidized	N/A	0	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	4					

## USDA Meal Reimbursements

	March 2021	
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	421	\$ 795.69
Lunch	489	\$1,716.39
Snack	482	\$ 462.72
Cash In Lieu	n/a	\$ 119.80
<b>Total Reimbursement</b>		<b>\$ 3,094.60</b>

**Report from Program Director:** April 5<sup>th</sup> marked our first day of full in-person services for children whose parents expressed a preference for classroom placement. A small number of children remain in remote services, based on parent preferences. Getting re-started with higher numbers of children (up to 17 in a cohort) and the COVID health and safety regulations was a challenge. In particular, the restrictions imposed on school buses (children three feet apart) made it tough, as only one of our buses is large enough to carry a full class within the limitations.

The Office of Head Start federal monitoring review has been announced for the week of May 24-28. This is the Focus Area 1 review that was scheduled back in November and then suddenly cancelled right before it was supposed to start. The program is well-prepared and review ready. This review is conducted entirely through telephone interviews and document submission.

The Office of Head Start is providing programs with two COVID related grant packages. The first one, calculated at a little over \$300 per federal slot, will be in the amount of \$129,116.

The second will be a minimum of \$1,100 per federal slot, so at least \$471,900. These funds do not require a formal application process and are non-competitive. Programs will be able to utilize them over a two-year period of 4/1/2021 – 3/31/2023, for things like personnel costs to extend the school year, improving outdoor play areas, transportation, non-reimbursable food, or other programmatic enhancements to support family economic mobility. Program management has assessed the needs and determined to use the funding toward these categories:

- Personnel – extra staff costs for two weeks of additional service in the Head Start part-day program, to run through June 30 instead of June 16, 2021.
- Vehicles – two school buses and one van. The buses will provide some breathing room for the limitations on the number of children who can be transported within ELD child and safety guidelines. The van will be used for delivery of education materials and food boxes to the approximately 80 families who have chosen to stay in remote services. Later, it will replace our oldest mini-van, which is utilized by an EHS Home Visitor.
- Non-reimbursable food – the cost of food given to families during the period of April 1, 2021 – June 30, 2021.
- Outdoor spaces – play structures and other enhancements to playgrounds throughout the Head Start, Early Head Start and EHS Child Care Partnerships programs.

Our program needs help from the Board and Policy Council to find suitable locations for classrooms. We expect there to be opportunities for state expansion of both Head Start and Early Head Start, as well as the chance to apply to become a provider of Preschool Promise, a state funded preschool program for families who make up to 200% of the federal poverty level. Our current facilities are completely maxed out, so any addition would require new sites. If you know of any potential locations for lease, please let us know.

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

2021 Executive Summary													
	J	F	M	A	M	J	J	A	S	O	N	D	total
<b>Youth Experiencing Homelessness (YEH)</b>													
Salem Run Reports Received & Acted On	0*	0*	0*										
Keizer Run Reports Received & Acted On	0*	0*	0*										
Reunited To Permanent Connections	6	6	2										
Families Connected With	3	2	3										
Youth Connected With Via Street Outreach	5	16	48										
YEH Case Managed	1	2	7										
Non- YEH Case Managed	0	0	0										
<b>Drop In Day Shelter (Stationary Outreach)</b>													
Unduplicated Youth Served	84	93	79										
Total Visits	236	234	197										
Total Meals (lunch, snack & dinner)	302	294	176										
Youth New To Services (intakes)	13	20	13										
<b>Youth Empowerment Program (YEP)</b>													
Youth Participated At Some Level (duplicated)	10	11	8										
Attended Job Skills Development Workshops	1	1	2										
Attended Financial Literacy	0*	0	2										
Attended Education & Business Field Trips	0	1	0										
Savings Accounts Opened	0*	0	2										

	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	0										
Total Nights of Service	76	78	0										
Key	0* = Activity Not Offered						X* - Did Not Collect Data						
	*U = Unduplicated total												

**Comments:**

- Drop In basement renovation is in full swing. Storage containers are onsite to hold supplies that are still available to youth during construction. Renovation is expected to last 30 days.
- Staff is managing a number of building repairs at both sites.
- Solidifying formal agreements with the Salem Police Department regarding the Gladiator Program and run reports. Agreements have been submitted and are in the city's legal review process. HOME is scheduled to be a regular presenter at officer in-service training days moving forward.
- Significantly increasing street outreach efforts throughout Marion & Polk counties. Staff have added routes and pop-up Drop in events. Connections in Woodburn are solid, growing connections in Polk County and Santiam region.
- HOME has multiple open positions that we are recruiting for. In addition to existing positions that are vacant, we are adding an Associate Director position and a second case manager specific to street outreach and coordinated entry.
- HOME staff continue to play a significant role in leading regional (CoC – continuum of care) efforts for youth and young adults (YYA). Most recently the establishment of coordinated entry in collaboration with Northwest Human Services HOST. We are excited about the further development of a youth / young adult system.
- Continue to be active in educating on the needs of youth experiencing homelessness and resources needed to address it at the state level.
- Continue to navigate systems in response to recent incident reports at Taylor's House while maintaining case management services with youth.
- Continue to work towards renewing State licensing for Taylor's House. Current license expires this spring.

**Client Highlight** – *client name and other identifying information has been altered for confidentiality. Highlights provided by staff working directly with the client.*

“Rebecca” first came to our Drop In center looking for a safe place to be and utilized the resources we offer. She would have snack and dinner with her friends, get clothing and hygiene items because she didn't have these things at home. After some time and building trust, she opened up about her home life and the difficult relationship she had with her parents. She was kicked out multiple times and spent nights couch surfing, a contributing factor to her being trafficked. Through our presence in her life via case management, skill building and emergency shelter, we were able to help her find safety and keep hope. Over time she has accessed all four major HOME programs – street outreach, Drop In, Taylor's House and Youth Empowerment Program.

This past holiday season Rebecca was accessing the Drop In more frequently looking for additional support to make sure she can provide not only for herself, but also for her unborn child. She was needing to get her birth certificate for documentation as she was wanting to find employment to start saving for her self-sufficiency. Looking for a job right

now as a youth with no experience and expecting a child is not an easy task. She applied and was accepted into our Youth Empowerment Program to get her started in gaining the skills needed.

During this past 3 months, Rebecca has shown maturity and drive to balance her responsibilities and work towards her goals despite the barriers she faces. Her resiliency during a time that she could easily spiral in a downward trajectory is inspirational. She worked on the internship projects and completed virtual workshops while balancing appointments and the structure of the sheltering program she is in. Rebecca now has a savings account and the financial literacy skills she needs moving forward along with a foundation of workplace readiness skills. Even more, Rebecca is active in our Youth Action Board lending her voice of lived experience, growing leadership skills and passion to make a positive impact. Most recently she virtually attended a national three day conference alongside her staff mentors and is part of a statewide leadership team assessing the housing options for youth/young adults experiencing homelessness. Rebecca is an amazing young adult and we're honored to provide support and empowerment for her to build the life she desires for herself and new family.

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Executive & Finance Committee Meeting**  
**April 8, 2021**

**ATTENDANCE**

**Committee Members Present:** Jon Weiner, Board Chair; Jade Rutledge, Board Vice-Chair; Helen Honey, Secretary; and Kevin Karvandi, Board Member

**Absent:** None

**Staff:** Jimmy Jones, Executive Director; Kaolee Hoyle, CFO; Helana Haytas, Chief Operations Officer; Amy Schroeder, Accounting Office Specialist

**The meeting of the Executive & Finance Committee started at 5:32pm. It was determined that a quorum was present.**

**1. Executive Director's Program Updates –**

- a. Head Start fiscal monitoring starts May 24, 2021.
- b. Head Start in-person classes resumed April 5<sup>th</sup> and are off to a great start.
- c. Jimmy updated the committee on the ongoing action the agency has taken regarding a youth-on-youth incident at Taylor's House. The committee 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.
- d. Grove, Mueller & Swank will be presenting the agency audit to the full board meeting later this month.
- e. The offer the agency made to the current owner of the property located at 3195 Portland Rd NE, Salem, Oregon 97301 was rejected. A counter-offer is forthcoming. Another special meeting will be held to discuss the offer.
- f. OHCS – Negotiations continue toward a settlement of House Bill 2100. Jimmy and other members have met with OHCS several times over the past few weeks to create a compromise solution.
- g. We continue to consider filling the last open slot on the board of directors. The board continues to seek opportunities to better reflect the diversity of the communities we serve.

**2. Financials –** Kaolee Hoyle presented the financial statements ending January 31, 2021.

**3. April 2021 Full Board Meeting Draft –** An Executive Session will be added to this month's board meeting.

**4. Credit Card Expenditure Review –** To be conducted, in-person, at a future date.

**Meeting adjourned at 6:26pm.**

Respectfully Submitted:

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Amy Schroeder, Office Specialist

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Helen Honey, Board Secretary