



# **APRIL 2023 MEETING BOARD OF DIRECTORS**

**THURSDAY, APRIL 27, 2023**

## **LOCATION:**

**COMMUNITY ACTION AGENCY  
2475 CENTER ST NE  
SALEM, OR 97301**

## **VIRTUAL:**

**MWVCAA Full Board Meeting April 2023**

**Apr 27, 2023, 5:30 – 7:30 PM (America/Los\_Angeles)**

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

<https://meet.goto.com/943715493>

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

Access Code: 943-715-493

United States: [+1 \(571\) 317-3122](tel:+15713173122)

## **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**

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**COMMUNITY ACTION AGENCY  
BOARD OF DIRECTORS AGENDA  
THURSDAY, APRIL 27, 2023**

**In-Person:**

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Salem, OR 97301

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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>Declaration of Conflict of Interest</b>  | <b>5:40</b> |
| <b>IV.</b>  | <b>Approval of Agenda</b>   | <b>5:45</b> |
| <b>V.</b>   | <b>Consent Calendar</b>   | <b>5:50</b> |
|             | 1. March 2023 Full Board Meeting Minutes  |             |
|             | 2. April 2023 Executive Director Report   |             |
|             | 3. April 2023 Regional Poverty and Legislative Report   |             |
|             | 4. April 2023 Chief Financial Officer Report  |             |
|             | 5. April 2023 Chief Operations Officer Report   |             |
|             | 6. April 2023 Director of Development Report  |             |
|             | 7. April 2023 Program Director Reports  |             |
|             | 8. April 2023 Committee Meeting Minutes   |             |
|             | 9. Board Member Chris Lopez Resignation   |             |
| <b>VI.</b>  | <b>Board Business</b>   | <b>5:55</b> |
|             | 1. 2022 Single Audit (Grove, Mueller & Swank) – <i>Presentation</i>                             |             |
|             | 2. Acceptance of 2022 Single Audit and Financial Statements (Hoyle) – <i>Approval</i>           |             |
|             | 3. Presentation on Agency Plans for 719 Jackson Street Shelter (Hamilton) – <i>Presentation</i> |             |
|             | 4. Purchase Authority for 719 Jackson St E, Monmouth (Jones) – <i>Discussion/Approval</i>       |             |

5. Authority to secure bridge loan from Umpqua Bank to purchase 719 Jackson St. E, Monmouth (Jones) – *Discussion/Approval*
6. Executive Director’s Report (Jones) – *Presentation*
7. Theory of Poverty and Theory of Change (Jones) – *Presentation*
8. Head Start Slot Reduction Request (Pignotti) - *Discussion*
9. Financials (Hoyle)– *Approval*

**VII. Adjournment**

**7:30**

**Next board meeting: Thursday, May 25, 2023**

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Meeting**  
**THURSDAY, MARCH 23, 2023**  
**MINUTES**

**ATTENDANCE:**

**Board of Directors:**

**Present:**

Catherine Trottman	Jade Rutledge	Helen Honey	RW Taylor
Christopher Lopez	Erika Romine	Kevin Karvandi	Steve McCoid

**Absent:**

Jeremy Gordon	Michael Vasquez	Shelaswau Crier	Silveria Campa
Vanessa Nordyke			

**Others Present:**

**Program Directors/Staff/Guests:**

Jimmy Jones, Executive Director  
Helana Haytas, Chief Operations Officer  
Kaolee Hoyle, Chief Financial Officer  
Laurel Glenn, Development Director  
Ashley Hamilton, Chief Program Officer: Housing and Homeless Services  
Eva Pignotti, Chief Program Officer: Early Learning and Child Care  
Breezy Poynor, ARCHES Housing Services Program Director  
Shannon Vandehey, CCR&R Program Director  
Jenna Sanders, CCR&R Associate Program Director  
Hector Guzman, Weatherization Program Director  
Carmen Romero, Nutrition First Program Director  
Stacey Eli, Head Start Associate Program Director  
Ramon Hernandez, Community Engagement Officer  
Armando Arriaga Munoz, ARCHES Program Manager  
Orlando Alvarez, Fuerza Campesina Program - Migrant Services Specialist  
Yuleni Rodriguez, Fuerza Campesina Program - Outreach Coordinator I  
Maria Dominguez Jacobo, Fuerza Campesina Program – Outreach Coordinator I  
Jade Wilson, Executive Assistant

**The meeting of the Board of Directors was called to order at 5:33 pm by Board Chair Jade Rutledge. It was determined that a quorum was present.**

- I. Welcome**  
Board Chair Jade Rutledge welcomed everyone.
  
- II. Public Comment**  
None were made.
  
- III. Declaration of Conflict of Interest**  
None were made.

**IV. Approval of Agenda**

No changes were made.

**MOTION:** To approve agenda made by RW Taylor,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

**V. Consent Calendar**

**1. February 2023 Full Board Meeting Minutes**

No discussions or concerns were raised

**2. March 2023 Executive Director Report**

No discussions or concerns were raised

**3. March 2023 Regional Poverty and Legislative Report**

No discussions or concerns were raised

**4. March 2023 Chief Financial Officer Report**

No discussions or concerns were raised

**5. March 2023 Chief Operations Officer Report**

No discussions or concerns were raised

**6. March 2023 Director of Development Report**

No discussions or concerns were raised

**7. March 2023 Program Director Reports**

No discussions or concerns were raised

**8. March 2023 Committee Meeting Minutes**

No discussions or concerns were raised

**9. Head Start Winter Child Outcomes Data**

No discussions or concerns were raised

**MOTION:** To approve consent calendar made by RW Taylor,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

**VI. Board Business**

**1. *Fuerza Campesina* Program Overview** – During the pandemic, the Agency created a farm worker program to provide outreach and supports for our seasonal and migrant farmworkers. Orlando Alvarez (Migrant Services Specialist), Yuleni Rodriguez (Outreach Coordinator I) and Maria Dominguez Jacobo (Outreach Coordinator I) presented to the Board an overview of program and their accomplishments thus far.

**2. Executive Director's Report**

**i. Fisher Road:** We closed on the purchase of the Comfort Inn at 1875 Fisher Rd on March 15.

**ii. 719 Jackson:** The plan is to bring the purchase of 719 Jackson in Polk County to the Board for possible approval in April 2023.

**iii. Navigation Center:** The City of Salem Navigation Center open house is scheduled for April 24, 2023 with operations beginning in May. The hope is to host the April Board Meeting at the Navigation Center.

**iv. Emergency Order Update (23-02):** Contracts for the funds are going out to CAPO, Regional CoC's, and MWVCAA. Jimmy provided clarification

on what entities will receive funding and specifications around client eligibility requirements for the funds.

3. **Theory of Poverty and Theory of Change Presentation** – Tabled for the April 2023 Board Meeting.
4. **MWVCAA Letter of Support for Senate Bill 776** - This Bill would create a task force to examine financial and non-financial reparations for African Americans in Oregon. Director Taylor asked that a letter be brought before the Board for discussion and potential approval. This would be a letter in support of the bill on behalf of MWVCAA and the Board of Directors. There was further discussion on specific verbiage in the letter before Jade Rutledge, Board Chair, asked the board for a vote. There was a change made to a sentence within the letter of which Jimmy corrected. The edited letter was then brought before the board for a vote.

**MOTION:** To approve the edited MWVCAA Letter of Support for Senate Bill 776 made by Catherine Trottman,

**SECOND:** Chris Lopez.

**APPROVED:** Catherine Trottman, Chris Lopez, Steve McCoid, Kevin Karvandi, Erika Romine, Helen Honey, and Jade Rutledge.

**ABSTAINED:** RW Taylor

5. **Head Start Slot Reduction Request** – Eva Pignotti, Chief Program Officer: Early Learning and Child Care, discussed with the board the plan to apply for a slot reduction from the Federal Office of Head Start. Overall, program enrollment has been low following the pandemic. Our Head Start program is considering a slot reduction which would allow the program to keep the same funding but utilize that funding for program improvements (i.e. pay increases for staff, staff recruitment, etc.). The hope is that the program will reach full enrollment if the number of available slots are reduced. Currently, the program is conducting a needs survey of parents in the program and the community at large. An analysis of this data and a full slot reduction plan will be brought to the Board at the April 2023 Board Meeting.
6. **HHS COLA/Quality Improvement Application** - The Office of Head Start is awarding the program COLA and Quality Improvement funding to provide all Head Start employees and EHS CCP contractors with a 5.6% COLA, and to make other program improvements. This increase is to be applied to all staff positions including vacancies, and retroactive to the March 1, 2023 beginning of the grant year. These are permanent increases added to the base funding for the program. For the Early Head Start program, the COLA award is more than is needed to increase staff and provider pay, so the excess funds will be utilized for several operational costs such as: covering increased costs to 401k and payroll due to the COLA and adding staff positions/reclassifying current staff positions and increasing pay.

**MOTION:** To approve the HHS COLA/Quality Improvement Application made by Helen Honey,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

**7. Head Start Selection Criteria** - The program is seeking to update its child selection criteria. Chief Program Officer Eva Pignotti discussed the updates made to this scoring system.

**MOTION:** To approve the Head Start Selection Criteria made by Steve McCoid,

**SECOND:** RW Taylor.

**APPROVED:** Unanimously approved

**8. ODE CACFP Budget Revision** - In the earlier Board approved budget, Nutrition First had requested funds to design and purchase a new database system by a private contractor. That contract has not produced the work product we had hoped for, so we are amending the budget to use the vendor KidKare, instead of an internal database. KidKare is the software company that will provide the software platform to run the CACFP program, and serve as a final replacement for our currently outdated access database system. The other budget revisions reflect additional trainings for Nutrition First providers.

**MOTION:** To approve the ODE CACFP Budget Revision made by RW Taylor,

**SECOND:** Steve McCoid.

**APPROVED:** Unanimously approved

**9. Financials** – Kaolee Hoyle, CFO, presented the December 2022 Budget to Actual and the January 2023 Budget to Actual documents. January 2023 expected spent is consistent with December 2022. CRP is still underspent due to a delay in several projects starting. Some programs still struggling with hiring and plans are being made to increase spend down.

**MOTION:** To approve the December 2022 Budget to Actual and the January 2023 Budget to Actual made by Helen Honey,

**SECOND:** Kevin Karvandi.

**APPROVED:** Unanimously approved

**VII. Adjournment**

**The Board of Directors meeting was adjourned at 7:11 pm.**

Respectfully Submitted:

*Jade Wilson*

\_\_\_\_\_  
Jade Wilson, Executive Assistant

*Kevin Karvandi*

\_\_\_\_\_  
Kevin Karvandi, Board Secretary



**Executive Director's Report  
to the Board**  
**MID-WILLAMETTE VALLEY  
COMMUNITY ACTION AGENCY**  
April 2023

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The summer months, now not so far away, are generally a slower time in social work. Our emergency weather shelters are closed with the warmer weather, and the part-year Head Start classes are winding their way toward the end of the school year. But March-April have been an exceptionally busy time for the Agency, as we have seen many projects, several long in the making, winding their way toward completion. The Agency was particularly honored to host Oregon Governor Tina Kotek during our opening of the ARCHES Lodge on April 12<sup>th</sup>. That moment was, in many ways, the capstone on a five-year campaign to add additional sheltering capacity to the community. Over the past five years we have added the ARCHES Inn, the ARCHES Lodge, Taylor's House, Tanner Project, and on the 24<sup>th</sup> of April we will open the Mid-Willamette Valley Community Action Agency Navigation Center. On 1 May we can close on the new youth shelter in Monmouth. Combined, these projects have added 331 low-barrier shelter beds to our portfolio, without adding any property debt to the Agency. You're unlikely to find comparable numbers anywhere in America. These projects have only come to pass because of the extraordinary efforts of our Board, program staff, and administration. They are also a credit to our collective relationships outside the Agency, and a history of proven performance under duress, which have given the state and other funders confidence in our work.



Figure 1 MWVCAA Board member Rw Taylor speaks with Oregon Governor Tina Kotek (April 12th)

**April 2023 Board Meeting Preview**

Our lead auditor Ryan Pasquarella, from Grove, Mueller & Swank, will be at the Board meeting to present the 2022 Agency audit. Ashley Hamilton (Chief Program Officer for Housing and Homelessness) will outline our request for purchase authority for 719 Jackson Street East in Monmouth. She will also present our ask for authority to conclude a bridge loan with Umpqua Bank for \$455,000, to purchase 719 Jackson Street East as a homeless youth shelter in Monmouth. Eva Pignotti (Chief Program Officer for Early Learning and Child Care) will discuss updates on the proposed Head Start slot reduction. And I will cover the Community Action approach toward poverty, and suggest that we might consider an Agency-specific "theory of change."

## Agency News:

- [Shannon Vandehey](#), who has been our Child Care Resource and Referral Director since 2008, is retiring from the Agency after nearly 20 years of exceptional service. She is moving to Hawaii with her family. I will miss Shannon enormously. She has been a steady hand over our family based child care program through the pandemic, which was that industry's greatest challenge in 50 years. Shannon joined the Agency back in 2004. The search for her successor has begun.
- The Agency hired [Robert Hale](#) as our new Chief Information Officer. Robert started work this week. He will supervise our IT department, and lead strategic efforts to fully modernize our information technology and move us toward a more competitive position in data analytics. The technological revolution ahead of us is just as profound as the one from 1980 to 2020, as so much of the work world prepares for the enormous changes ushered in with the rise of artificial intelligence systems.
- [Christopher Lopez](#), our former Board Member, is now our employee! Christopher is a Monmouth City Councilor and sits on the Board of the [Mid-Willamette Valley Homeless Alliance](#). He joins our Agency as the Associate Program Director of HOME Youth Services. Christopher is a very talented communicator and leader. He has already brought much needed additional capacity to the program, along with a passion to serve the community's most vulnerable population, our youth.
- ARCHES was named the "Private Employer of the Year" by the [Oregon Resource Association](#) on April 20<sup>th</sup>. ORA is the statewide trade association for the disability service agencies (schools, training and vocational centers across Oregon) serving folks with cognitive and developmental disabilities.
- After some effort, we finalized the contract for the [Wallace Road Early Learning Center](#) renovation with City of Salem, with a clearance to proceed on Monday, April 17<sup>th</sup>. We have an intended completion date of July 1. This will be Phase One of the renovation. We have asked the federal Senatorial delegation for \$2 million for a Phase 2 renovation, which would remove the older small building and double the classroom size of the main building. That request is pending.
- Finance has, after months of work, completed the *Voluntary Disclosure Agreement* with the Oregon State Treasury to move any remaining SEP balances off our books and to state lands. It looks like we will be able to get these funds off our books, at last, by June 30<sup>th</sup>. SEP's are Simplified Employee Pension plans, typically used by small businesses. The Agency had a SEP more than a decade ago, but when we switched to a more standard 401K third-party model there were many funds remaining on the books for these SEP plans. We have spent a couple years finding and paying out as many of those former employees as can be found. We will send



the remainder to State Lands.

- Met with [Governor Tina Kotek](#), [Polk Commissioner Jeremy Gordon](#), [Monmouth Councilor Chris Lopez](#), and [Polk Community Development Corporation](#) on Friday, April 14<sup>th</sup>, at Polk CDC's historic Leven's veteran house in Dallas to discuss rural homeless needs. Prioritizing rural communities has been an important element of our work the past few weeks. Just this week we reclassified almost \$1 million in administrative funds (that we do not need and could not have billed for) back to the program side of the **Oregon Diversion Assistance Program (ORE-DAP)**. Of that sum, we sent [Polk County Family and Community Outreach](#) about \$125,000 to support their eviction prevention efforts through July of 2023. We have also collaborated with Polk CDC at their Carson Common's affordable housing project as part of our [Oregon Health Authority](#) joint application. That \$2.7 million investment in Carson Commons will build 20 units of youth centric affordable housing, focusing on SPMI populations. MWVCAA will have nine of those units reserved for exits from our youth sheltering project.



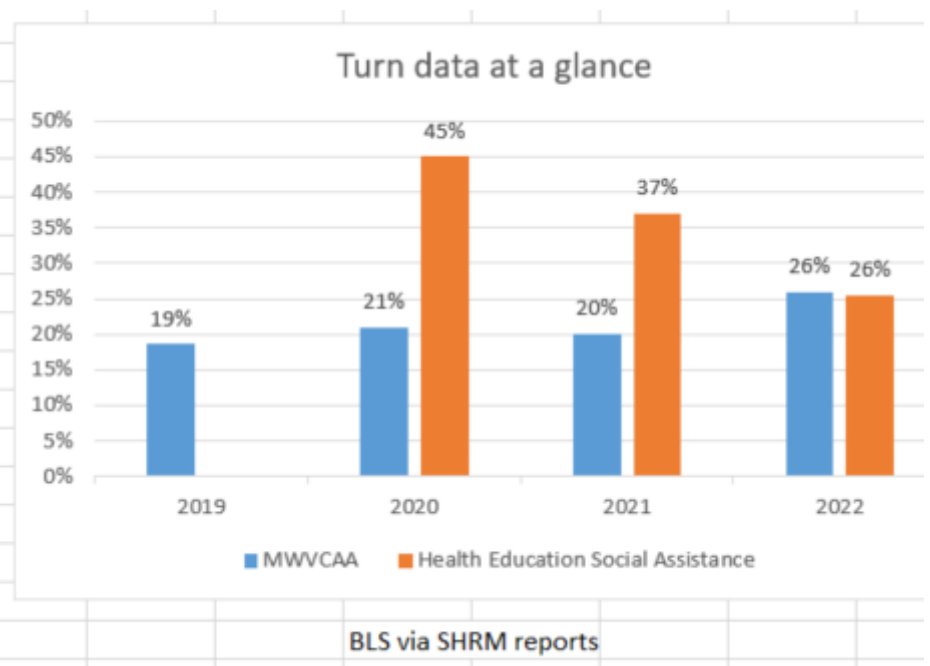
**Annual Program Monitorings:** Since the last Board meeting, we have completed a good monitoring with the [Mid-Willamette Valley Homeless Alliance](#) review and ranking committee, which monitors our COC grants; another solid monitoring from [FYSB \(Family Youth Services Bureau\)](#), within the federal department of [Health and Human Services](#), attended by Board Members Helen Honey, Steve McCoid and Board Chair Jade Rutledge). [Oregon Housing and Community Services](#) monitored the ARCHES “Rent Guarantee” program for the period of 10/1/2020 through 6/30/2022. There were no serious concerns and the review was closed without finding. In March, the Annual Single Audit was completed and uploaded to the federal clearing house, on-time and without finding. Chief Financial Officer [Kaolee Hoyle](#) has given the Agency stability (and performance) in that position, which the Agency lacked for more than a decade. We are very grateful to her and her team in Finance for completing the Agency's fifth straight on-time audit, and fourth straight without finding, during a time of exceptional external challenges. And lastly, the [Oregon Department of Human Services](#) was onsite this week to complete their annual licensing review of Taylor's House. The review went very well. We will have a full report later, but we expect no findings and no serious concerns.

**Grant Writing Season:** Spring is the time where three things always happen: grant writing for new and continuing work, budget building for the coming fiscal year, and preparation of the **Master Grant Agreement** (OHCS) and **Implementation Reports** (these are reports to OHCS describing how we plan to use next year's funding, which they have to approve).

On the grant front, in the last three weeks, we have:

- Submitted an application for a re-compete of the [Justice Reinvestment Initiative](#) fund, which funds an important portion of our Marion County Jail re-entry project in CARS.
- Wrote four grant applications for the regional Governor’s Emergency Order 23-02 funds, awarded through the [Mid-Willamette Valley Homeless Alliance](#). Three of those four applications were funded. The competition had two category service types: Rapid Rehousing and Sheltering. Our two rapid rehousing grants were awarded \$1,378,798 to serve 50 households in Salem (Navigation Center exits) and \$1,537,317 to serve 50 households in Polk. These grants go to serve literally homeless populations. On the sheltering side, we were awarded \$865,093 to upgrade the current Tanner Project building. We plan to hold on to that property for now, and use it as general purpose family sheltering. The three sums come to more than \$3.7M, which is about 37 percent of the total funds available in the two categories. The one unfunded application was for a youth shelter in Silverton, which we may return to later.
- Worked with the [Oregon Health Authority](#) to develop a contract for the Supportive Housing Award in Polk County, and a backup plan for acquisition of the Monmouth property.
- Completed an invitation-only grant to Kaiser Permanente for \$250,000 to help support our medical respite work in shelters, one of only six such invited communities in the Pacific Northwest. KP is so happy with Project Home they are proposing to expand that grant.
- HOME Youth applied for the state’s [Youth Empowerment Program \(YEP\)](#) grant (which we have held in the past). That grant request is for \$1.2 million per year for 2 years, which will fund the Drop In.

**Labor Supply:** We talk a lot about our workforce limitations and challenges in hiring and retention. But I also want to show you something that suggests we’re doing a little bit better than we think. This data compares the national “turn rate” (i.e. people leaving a company) with our local performance. The national data, published by the [Society of Human Relations Management](#), based on [Bureau of Labor](#) statistics, is aggregated by “sector.” Social work falls in the health, education, and social assistance sector. The turn numbers in the sector for 2020, for example, were 45 percent, while we were at just 21 percent. In 2021, the national number was 37 percent, while we were 20 percent. Last year the number



normalized somewhat and we are back to industry average. We will have more data in the coming weeks to get inside these numbers.

**Navigation Center Opening:** We will officially open the Navigation Center on Monday, May 24<sup>th</sup> at 8:00 a.m. [Governor Kotek](#) will make a few opening remarks, and be followed by [Salem Mayor Chris Hoy](#), [Rep. Paul Evans](#), [Marion County Commissioner Kevin Cameron](#), and I will close it out. The Navigation Center model is a combination of day center and overnight shelter, where cohorts are brought into residence, given a bed, regular meals, showers and laundry. During the day, they work on a pathway to housing. There is onsite behavioral health, counseling, connections to substance treatment, and other services designed to connect folks to permanent housing with case management. We are pairing this project up with a bit more than \$1.3 million in the new Governor’s Emergency order funds through the Continuum of Care. That fund will be reserved for Navigation Center exits, and it gives us enough resource to make meaningful proof of concept possible.



*Figure 2 Chief Program Officer for Housing and Homeless Ashley Hamilton explains the Navigation Center to the Statesman Journal (April 14)*

These centers are unique national concepts. They combine behavioral health and other critical services under a single roof, facilities that also serve as overnight congregate (and exceptionally low barrier) “wet” shelter. These single service hubs work because the services are connected to shelter beds, and they do not require our homeless residents to give up their pets or partners. Navigation centers have demonstrated success in other parts of the country, especially in California. In Oregon, the centers were funded by House Bill 2006/House Bill 5042 (2021), which created a pathway to open Navigation Centers in Salem, Eugene, Medford, Bend, Roseburg, McMinnville and Portland. Our Community Action network fought hard to bring these systems into existence. Here in Salem we have a contract to operate the Navigation Center for at least the next three years, funded by a Navigation Center specific grant that comes to us from Oregon Housing and Community Services. Intakes will begin in May.



**ARCHES Lodge Opening:** On March 15<sup>th</sup>, after some late inning drama, we closed on the Capitol Inn and Suites at 1875 Fisher Road. That was likely the most complicated deal we have ever pulled off, juggling three funding sources that included [Oregon Community Foundation](#) (\$3.65 million), [Oregon Housing and Community Services](#) (\$2 million) and [Oregon Department of Human Services](#) (\$2 million), plus navigating a difficult close process that came down to the wire. Twenty-seven days later, we held

an opening ceremony, which included Governor Tina Kotek, Salem Mayor Chris Hoy, Oregon Housing and Community Services Director Andrea Bell, and Oregon Community Foundation CEO Lisa Mensah. We had a large turnout for such a cold, windy day. I am very thankful to all our partners who made this possible, and especially grateful to ARCHES Program Director Sara Webb, who turned a project into a palace in less than four weeks. This was a remarkable moment in our Agency’s history; and a turning point I hope in the unsheltered crisis in Salem.

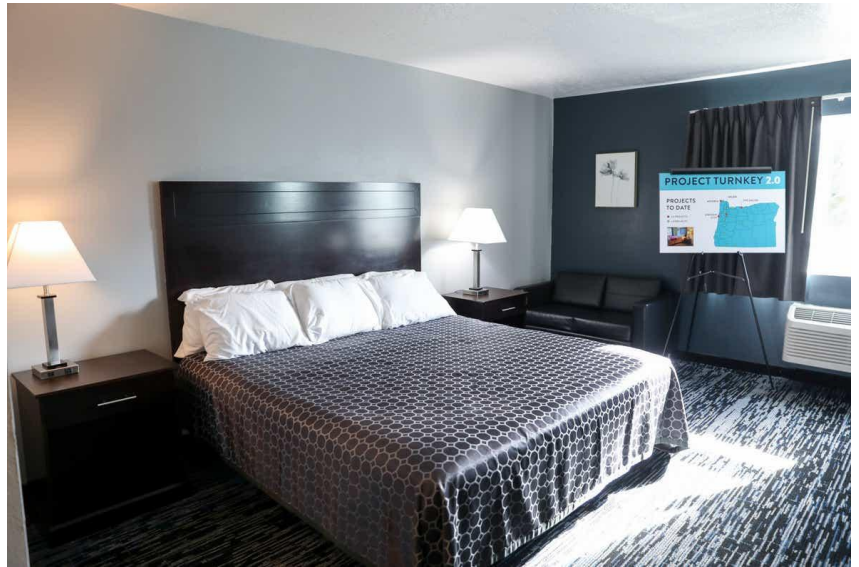
The turnkey motel model is fairly simple. State funds are awarded as grants by Oregon Community Foundation, which has an entire team devoted to all the complexities of property acquisition. The motels, while they may need some upgrades, are generally “turn key ready,” meaning they can be deployed to the sheltering work quickly, while typical new construction is expensive and can take years to complete.



In many cases, the acquisitions are an actual upgrade to the livability of the community. Statewide, some of the turnkeys are struggling because the parent agencies are small or under-capitalized. Our model is supported by specific grants (HUD, VA, OHCS, ODHS, Kaiser Permanente soon), and services there are eligible for Medicaid reimbursement models. It is the fastest and most effective way to get large populations off the street immediately, and connect them to needed health services.

The turnkey conversation began in Oregon back in 2019, and a combination of COVID and the Labor Day Fires of 2020 demonstrated that Oregon, which already had a deficit of more than 5,800 emergency shelter beds *before* the pandemic, just could not safely shelter the state’s homeless population in traditional, large congregate shelters, where a respiratory virus would spread easily. In November of 2020, the Emergency Board of the Oregon Legislature approved \$65 million for Project Turnkey, and in June of 2021 they added another \$9.7 million to fund three additional properties that were short full acquisition cost. This first round of funding led to the acquisition of 19 properties in 13

counties, with a total of 867 rooms (including the [ARCHES Inn](#)). The legislature named [Oregon Community Foundation](#) as the fiscal agent in those grants, creating a unique public-private partnership in the fight against unsheltered homelessness. In August of 2022, the legislature awarded another \$50 million in grant funding to acquire 10 more properties, one of which was the [ARCHES Lodge](#). Between the [ARCHES Inn](#), the [ARCHES Lodge](#), and the [Center for Hope and Safety's Mosaic](#), Salem now has three Project Turnkey properties (Portland, which also has three, is the only other community with more than one).



**Monmouth Youth Shelter:** At the Board meeting, we will seek authority to acquire 719 Jackson Street in Monmouth at the purchase price of \$650,000, along with the authority to conclude a six-month bridge loan with Umpqua Bank (now merged with Columbia) for \$455,000.

**Background to the Monmouth Shelter Acquisition:** As you may remember, we have been working to acquire this property since last summer. The Agency was awarded \$2,227,618 (for housing), \$304,458 (for services), and \$484,434 (for coordinated entry) during the Mid-Willamette Valley Homeless Alliance's competition for the [Youth Homeless Demonstration Program](#) grant in June of 2022. This grant would create a new unique project to open a youth homeless shelter for ages 16-24 in Monmouth, along with additional funds to provide housing placements for youth exiting the system. These funds were all for housing and services, and not for acquisition.



A key, critical part of our plan was always to win an [Oregon Health Authority \(OHA\)](#) award for behavioral health projects for SPMI (severe, persistence mental health) to fund the acquisition of the shelter. We applied with our long-time partner, [Polk Community Development Corporation](#), for a total of \$2,700,000. That sum would fund

two pieces to this project: A.) the acquisition of our shelter at 719 Jackson Street for MWVCAA, and B.) the construction of 4-9 units of youth designated affordable housing in Monmouth for Polk CDC, which we would pair up with the housing funds above to provide housing placements for youth exiting shelter. That contest was wildly competitive, but earlier this year we were notified that ARCHES had won that grant competition.



OHA then reviewed the grant application again, as the contract was coming together, and decided that the project was *not eligible*

for the award, because OHA is restricted by state law to fund only 18-24 year old services with this grant, even though they had already given us the award. OHA asked us to revise our application to serve only 18-24 year olds at the Monmouth shelter, then they would clear the way for the purchase authority for the grant.

**The Problem to Solve:** MWVCAA staff felt that we could not revise the application to prohibit minor youth at the 719 Jackson Shelter for the following reasons:

- 1.) Minor youth have always been our focus, and the OHA direction is not consistent with our program or service philosophy.
- 2.) In order to win support from the Monmouth community, we have focused on the shelter as a place for homeless minor youth in Polk County. If we switched directions now, the support from the Monmouth community—for what many see as homeless adults (18-24)—would likely evaporate.

When I returned from vacation, therefore, we started working on a contingency plan.

- 1.) We would revise the OHA grant application to serve 18-24 to make sure the resource comes into our community, even though we could not use it to purchase the 719 Jackson Street property.
- 2.) We received approval from Umpqua Bank for a six-month bridge loan so that we could get the 719 Jackson Street property closed, pending Board authority on the loan and purchase.
  - a. This plan is attractive because it will allow us to acquire the shelter and begin services immediately, so we can start spending the Home Youth YHDP grant, which is pressing.
  - b. Umpqua Bank however would require 30 percent down for this bridge loan, leaving us without a clear dedicated funding stream for that purpose.



- c. On Monday, I obtained a commitment for \$190K from the [Oregon Health Authority](#) from another discretionary fund, since they could not allow the purchase with the awarded grant fund.
- d. We will then divert the \$2.7M [Oregon Health Authority](#) grant into another joint Polk CDC-MWVCAA Project, rather than the planned new affordable construction (which Polk CDC would also have owned in any case). The new project is called [Carson Commons](#) (to be built in Dallas). The Carson Commons project is also dedicated to 18-24 year old youth, and we will have an MOU that places the Monmouth shelter exits there after they reach the age of 18. With this final gap commitment, OHCS will provide the “last dollar in” [LIFT](#) funds for Polk CDC to complete the project financing. These funding sources will construct 20 brand new units in Dallas by 2025, 9 of which will be dedicated to youth exits from the MWVCAA youth coordinated entry system.
- e. In return, Polk CDC will award us an additional \$175K in acquisition cost for the 719 Jackson Street shelter, reducing our total gap to close to about \$260,000.

<b>Strategic/Risk Analysis on the Monmouth Property</b>	
<b>Opportunities</b>	<b>Risks</b>
<ul style="list-style-type: none"> <li>• This plan allows us to acquire the Monmouth shelter and begin services in the next 60 days.</li> <li>• It allows us to continue our program model and design that focuses on the most vulnerable minor youth, and not a young adult population.</li> <li>• It secures roughly half of the property costs up front, and gives us six months to find the rest of the funds.</li> <li>• It allows us to begin to spend the YHDP youth grant resources now, which is a critical strategic need for HOME Youth at the moment.</li> <li>• It makes certain that 20 new units of affordable housing with a key strategic partner, which are at risk of not being funded, are constructed.</li> <li>• It keeps the OHA grant in Polk County, instead of having it returned for statewide competition.</li> </ul>	<ul style="list-style-type: none"> <li>• We will have to find ~\$260,000 in resources to pay the balance of the Youth Shelter in six months.</li> </ul>
<p><b>Summary:</b> I am confident, given that I raised \$365,000 of the total purchase price this weekend, along with \$25,000 already in escrow, that I can find the remaining funds in the next six months.</p> <p>Other potential funding sources include DHS, which just received an additional \$25 million in funds for runaway and homeless youth sheltering; OHCS; expansion of the Governor’s Order and other sheltering funds coming for 2023-2025. If none of those options above work out, we could also refinance the loan once we have more time.</p>	

**Staff Recommendation:** To approve the request for the authority to purchase, and the authority to conclude the bridge loan with Umpqua Bank.

**Impact:** If acquired, the Monmouth Youth Shelter will join the Agency’s growing housing and sheltering portfolio, which would now include the following (properties in blue owned by MWVCAA, properties in yellow operated by MWVCAA, properties in green are MOU partnered with MWVCAA). Each of these have been acquired without any agency property debt (excepting the small bridge loan on the Monmouth property for the six months):

Project	Type	Location	Beds/Rooms	Date Added
ARCHES Project	Day Center Shelter	615 Commercial	NA	2017
ARCHES Inn	Turnkey Transitional	1288 Hawthorne	100	2021
ARCHES Lodge	Turnkey Transitional/VA	1875 Fisher Road	100	2023
ARCHES Village*	Family Shelter	2933 Center	36	2022
Taylor’s House	Youth Shelter	Salem	10	2018
Monmouth Youth House*	Youth Shelter	Monmouth	10	2023
The Navigation Center	Adult Transitional	1185 22 <sup>nd</sup> Street	75	2023
Redwood Crossings	Supportive Housing/PSH	4107 Fisher Road	35	2021
Sequoia Crossings	Supportive Housing/PSH	3120 Broadway	60	2024
Carson Commons	Youth Supportive Housing	Dallas	20	2025
<i>*pending names</i>		<b>Totals</b>	<b>446</b>	

**Major Remaining Renovation/Acquisition Funds:**

Fund	Amount	Working Plan	Status
State General Fund	\$1.5 million	ARCHES Inn Renovation	Secured
VA Expansion Grant	\$2.25 million	ARCHES Lodge Renovation	Secured
Congressional HUD	\$1 million	ARCHES Inn Renovation	Secured
Congressional HUD	\$1.2 million	ARCHES Lodge Renovation/Other	Secured
Congressional HUD	\$1 million	Santiam Lodge (Wildfire/TRX)	Secured
City of Salem UDD	\$700,000	Wallace Road Renovation	Secured
Oregon Health Auth.	\$2.7 million	Carson Commons	Secured
State General Fund	\$300,000	Wallace Road Renovation	Ask/Pending
State General Fund	\$1.5 million	ARCHES Inn Renovation	Ask/Pending
Congressional HUD	\$2 million	Wallace Road Second Phase	Ask/Pending
Total Secured: \$10.35 million; Total Pending \$3.8 million			

Jimmy Jones  
 Keizer, Oregon  
 21 April 2023

# ***Regional Poverty and Legislative Report***

## **MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY**

April 2023

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### **Legislature:**

- We provided testimony on [Senate Bill 611-4](#) (passed and sent on to Ways and Means), which would provide new tenant protections in Oregon. The bill amended current landlord tenant law and further restrained rent increases to a maximum of 8 percent per year (or 3 percent plus the CPI, whichever is lower). The exclusionary period for new construction remains set at 15 years. No cause evictions statewide currently require one month severance paid to the renter. That number would increase to three months, in effort to discourage no cause evictions (already heavily restricted) for the sole purpose of raising rents. The concept of rent control, I feel, remains deeply flawed. There's little evidence that it has been successful in holding down rental increases. But a reduction from a 15 percent maximum annual increase to 8 percent is a significant improvement for people in poverty.
- We provided testimony in support of [Senate Bill 918-2](#), which was crafted jointly by [Community Action](#) and the [Urban League of Portland](#), to increase housing supports for nonprofits by \$35 million (\$9.5 million of which would go to Community Action). SB 918-2 passed out of Committee unanimously (rare at the moment).
- We provided testimony in support of [Senate Bill 1076](#), which would have regulated hospital discharge practices. This bill will not make it out of committee. The [Oregon Hospital Association](#), which donated more than \$1.4 million to elected officials in 2022, squashed it. But there were some positives even in failure. Making this issue a public matter has thrown light onto dumping practices and forced hospital systems to have uncomfortable conversations about these practices. Locally, I think we have seen many positive developments, but time will tell if they will stick. The advocate community will likely need to shift strategies ahead of 2024 or 2025, and focus more on the state's obligation in this question, and less so on the private hospitals. A policy change directed at the state agencies is a much lower bar than trying to force change on the exceptionally wealthy "non-profit" hospital system.
- At the request of Oregon Housing and Community Services, I provided testimony in support of [Senate Bill 893](#) to the [House Committee on Housing and Homelessness](#) on behalf of the [Community Action Partnership of Oregon](#), and in reflection of my role on the House Bill 2100 Task Force and the Governor's Racial Justice Council. Senate Bill 893 contains a series of statutory clean ups for the state agency, and includes the recommendations of the state task force on homelessness and racial inequities. The Committee blistered the department, a bit, by questioning why they were once again delaying a 2021 mandate to modify state contracting systems. Our testimony addressed the gravity of the question for currently funded work and

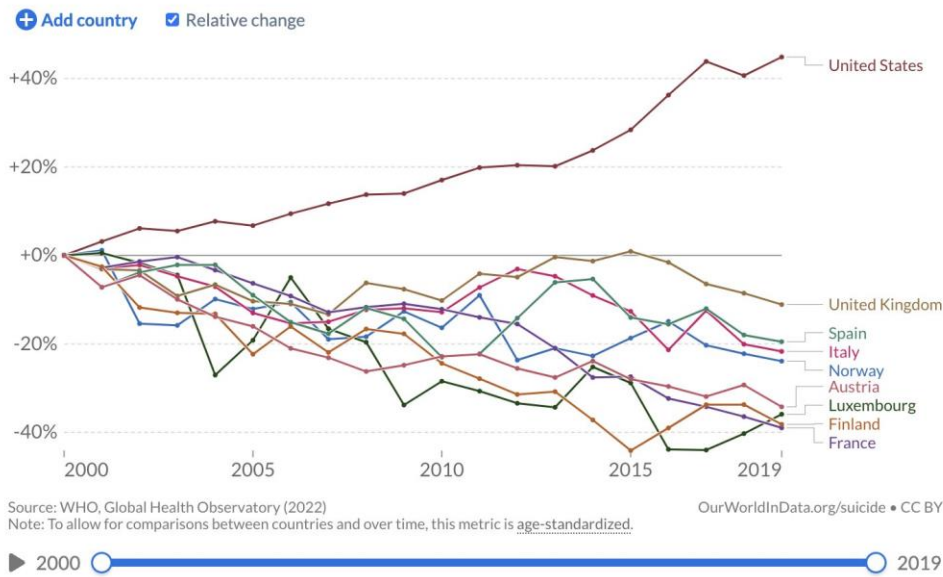
currently supported clients, which cannot go unfunded without disrupting the services for hundreds of thousands of people in poverty. We also talked about the work we are doing with culturally specific agencies right NOW to assist their needs (in specific our collaborative work with the [Urban League of Portland](#) and the [Oregon Worker Relief Coalition](#) on Senate Bill 918, to keep hundreds of people of color from losing their homes in the metro, as well as our work here locally in particular with [Seed of Faith Ministries](#)).

## Poverty:

### Change in suicide rate, 2000 to 2019

Annual number of suicides per 100,000 people. Suicide deaths are underreported in many countries due to social stigma and cultural or legal concerns. This data is adjusted for this underreporting to estimate the actual rate of suicides.

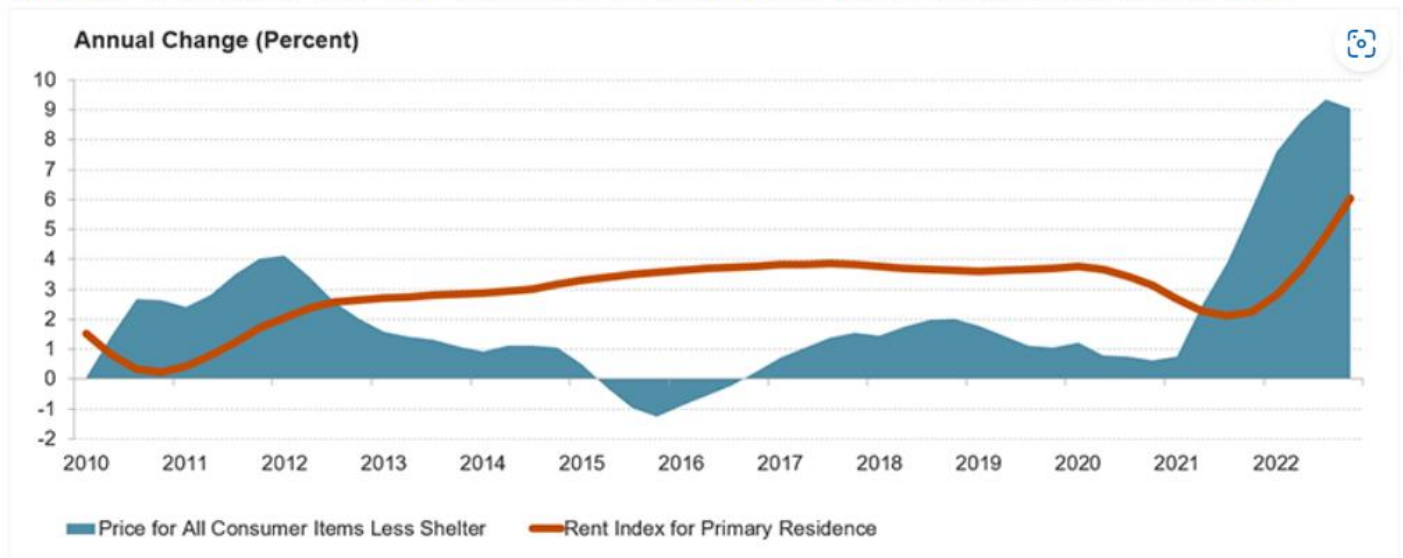
Our World in Data



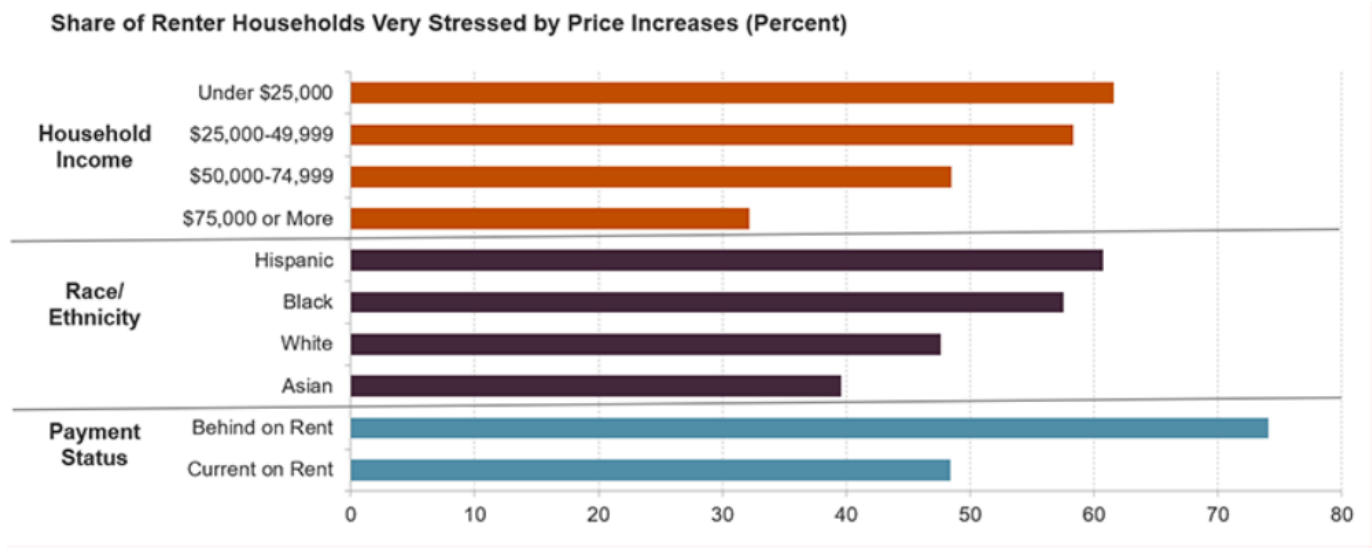
I want to call your attention to a few graphs that I saw over the past few weeks. The first considers the growing suicide rate in the United States over the past 20 years. We have had several conversations about this matter. The American rate is wildly out of proportion (and growing) compared to the rest of the world. There are some obvious conclusions, like the lack of quality mental health care, the massive amount of guns, rise of dangerous drugs, and a nearly quarter century of war fighting since 911. I haven't

ran the poverty numbers on this national tragedy yet, but my guess is that it's heavily concentrated in low-income communities.

### FIGURE 1: RENTS AND THE PRICE OF CONSUMER GOODS HAVE RISEN RAPIDLY

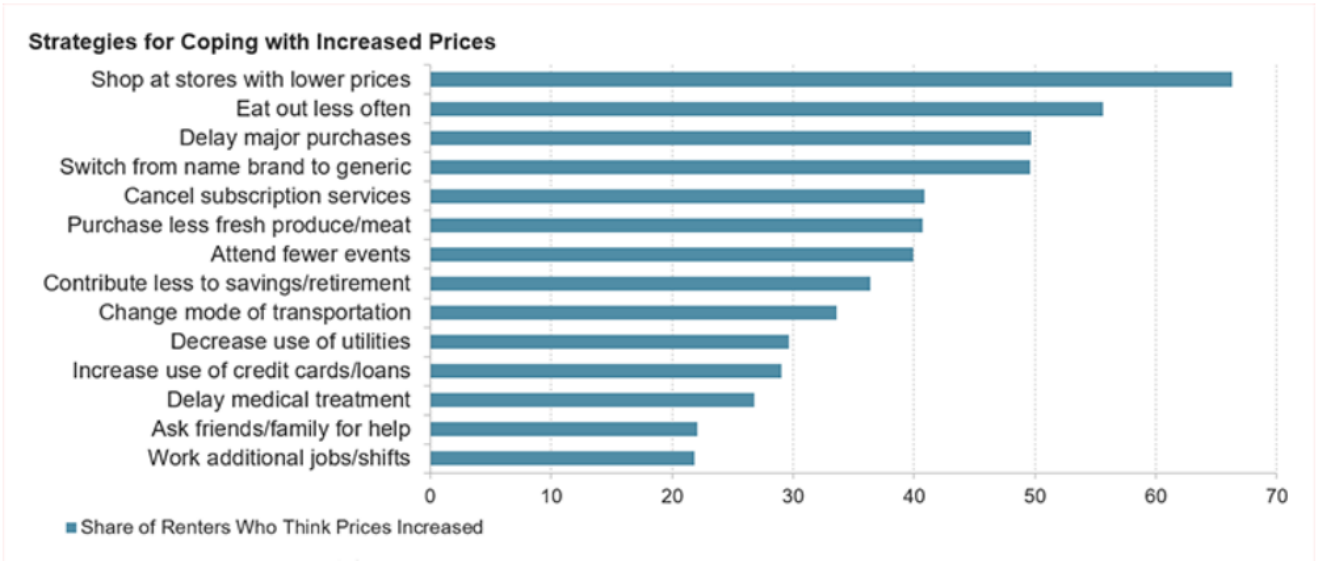


The national landscape (above) on cost of living for low-income families continues to deteriorate. The years of 2021 and 2022 witnessed enormous changes for cost of rent for primary residents, as well as the cost of all other consumer items. The combination of rent, gas, and general consumer expenses (which remember are generally not things poor households can go without) are taxing low-income families' limited discretionary incomes.<sup>1</sup>



Note: Black, Asian, and white respondents are non-Hispanic. Hispanic people may be of any race. People identifying as another race or

**FIGURE 3: RENTERS ARE USING A RANGE OF STRATEGIES TO COPE WITH RISING PRICES**



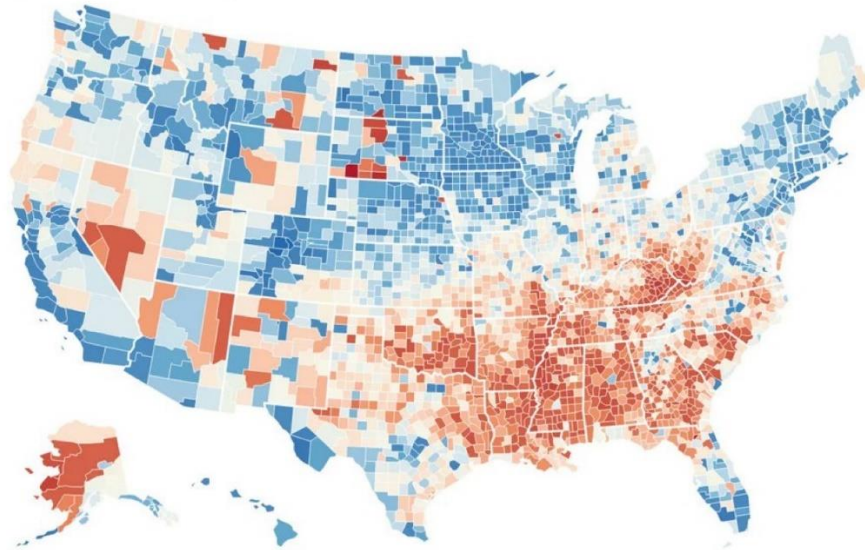
Generally, these stresses are falling most heavily on Black and Hispanic households at the lowest incomes levels, and are expressly evident for anyone behind on their rent. These households are

<sup>1</sup> Harvard Joint Center for Housing Studies, [Inflation Pressures Are Stressing Renter Households | Joint Center for Housing Studies \(harvard.edu\)](https://www.jointcenter.org/inflation-pressures-are-stressing-renter-households/).

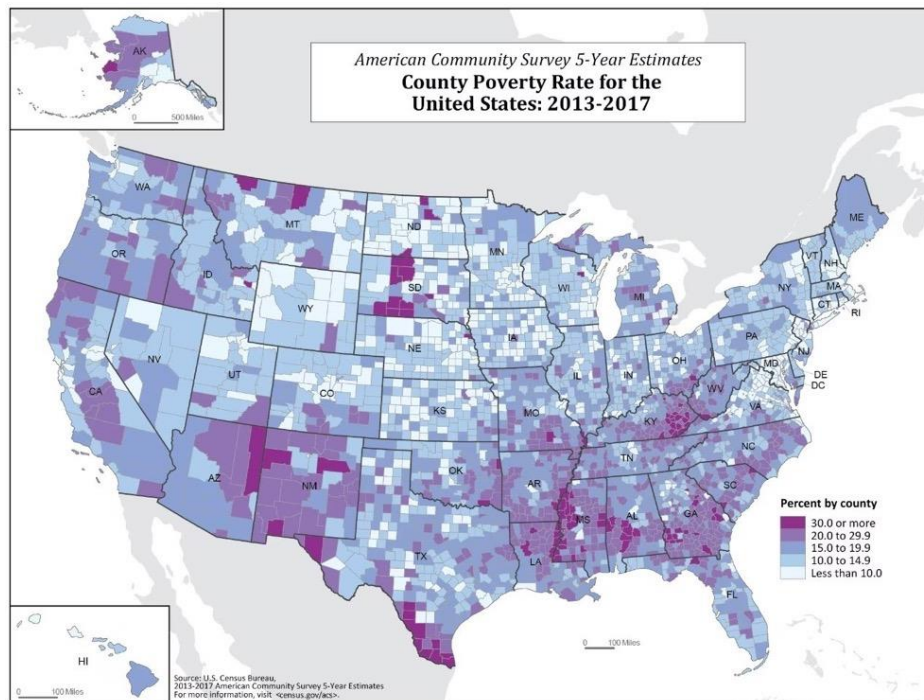
adopting several strategies to deal with the declining discretionary income, including buying lower quality goods, less fresh meat and produce, as well as delaying medical treatments, adding extra work shifts, and limiting the use of critical utilities (air conditioning in the summer and heat in the winter).<sup>2</sup>

The next two graphs show national poverty trends by counties based on the American Community Survey (which is usually looking back in time several years). Mostly this is pre-pandemic and generally troubling, demonstrating strong rural and southern disparities, which have a strong correlation to quality of life and life expectancy.

### Life Expectancy in America



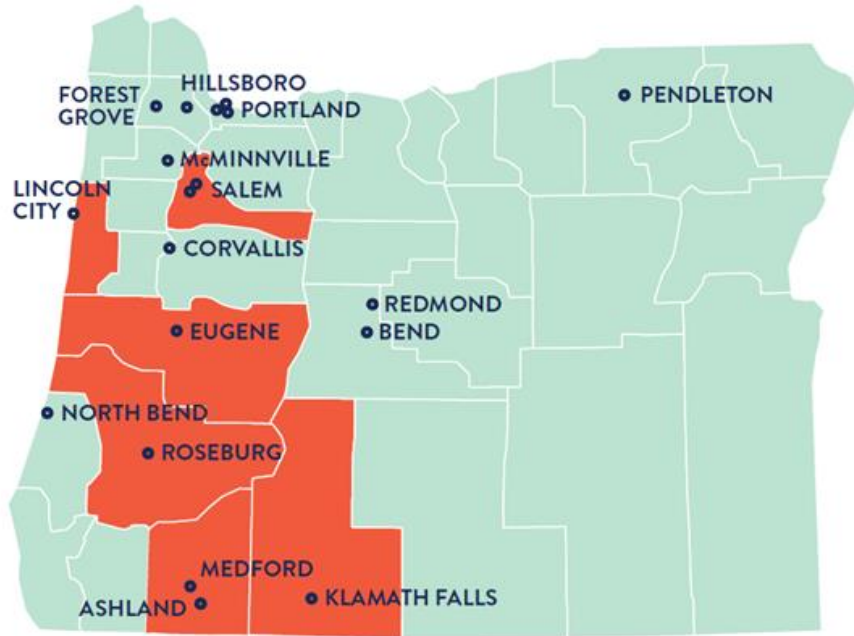
Map: Jeremy Ney • Source: GHDX • Created with Datawrapper



<sup>2</sup> *Ibid.*

# PROJECT Turnkey Properties

■ Counties affected by the 2020 fires



## PROJECT TURNKEY 2.0

### PROJECTS TO DATE

- 2.0 PROJECTS
- 1.0 PROJECTS



Jimmy Jones  
21 April 2023  
Keizer, Oregon

**Chief Financial Officer Report  
To The Community Action Agency Board  
Kaolee Hoyle, Chief Financial Officer  
April 2023**

Actual to Budget, July – February 2023

- Community Resource Programs appears under budget due to funds that are being held for projects which close subsequent to February 2023. As of April 2023, we have spent 65% of the total CRP Projects budgeted.
- Energy assistance program appears over budget due to increased energy assistance for the winter months. This is a typical yearly cycle that we've seen in previous years.
- Home Youth Services appear under budget due to grants that start in December 2022.
- MG&A percentage is approximately 7%.

Annual Financial Statement Audit

The annual financial statement audit was completed, and the financial statements were issued on March 21, 2023. There were no findings on the financial statements and on the Single Audit. June 30, 2021 was restated as per below.

During the 6/30/2022 audit, it was determined that construction in progress at 6/30/2021 was understated by \$802,655. This was the Tanner's Project which closed subsequent to 6/30/2021; however, the funds were drawn prior to 6/30/2021.

Monitoring - OHCS

OHCS (contracted with Moss Adams) is currently doing their FY22 monitoring. No results or conclusions have been made yet.

Payroll Filings

All payroll deposits have been made timely.

Upcoming Finance Projects

- FY2024 Budget (expected completion: May 2023)
- Updated Accounting Policies & Procedures (expected completion: June 2023)
- Building out additional modules within Abila (accounting system) for better recordkeeping and accounting (expected completion: July 2023)
- Building out of an Agency Statement of Financial Position and Statement of Functional Expenses report for the Board (expected completion: July 2023)



**Mid-Willamette Valley Community Action Agency, Inc.**  
**Actual to Budget, July - February 2023**

	July - February 2023		FY23 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference
Grant and awards	\$ 32,959,795		\$ 66,224,925	67%	50%	-17%
Other program revenue	111,522		280,000	67%	40%	-27% {a}
Contributions	129,225		200,000	67%	65%	-2%
<b>Total Revenue</b>	<b>33,200,542</b>		<b>66,704,925</b>	<b>67%</b>	<b>50%</b>	<b>-17%</b>
<b>Expenses</b>						
Community resource programs	9,974,168		30,983,767	67%	32%	-34% {b}
Reentry services	235,502		400,000	67%	59%	-8%
Child care resource and referral network	1,117,926		1,541,591	67%	73%	6%
Energy assistance programs	4,482,280		5,686,419	67%	79%	12% {c}
Weatherization services	1,747,435		2,370,357	67%	74%	7%
Nutrition first USDA food program	2,715,125		4,000,000	67%	68%	1%
Head start	9,638,719		14,827,350	67%	65%	-2%
Home youth services	1,140,621		3,566,038	67%	32%	-35% {d}
Management and general	2,162,781	{e}	3,329,403	67%	65%	-2%
<b>Total Expenditures</b>	<b>33,214,557</b>		<b>66,704,925</b>	<b>67%</b>	<b>50%</b>	<b>-17%</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>\$ (14,015)</b>	<b>{f}</b>	<b>\$ -</b>			

{a} Actual revenue is less than expected. In years past, we would have actualized ~\$100k of NW Natural reimbursement for our Weatherization program. However, since we had excess funds to spend, we did not end up applying for the NW Natural reimbursement.

	Budget	Expected	Actual	Difference
CRP Operational	19,158,767	67%	51%	-16%
CRP Projects	11,825,000	67%	2%	-65%
	<u>30,983,767</u>			

A significant of CRP Projects not yet started through February 28, 2023.

{c} Appears overbudget due to the cold weather season where we see a larger than spend level. Will level out as the weather warms up.

{d} \$1.5million of total budget that started December 2022 and will extend past 6/30/2023.

{e} MG&A percentage 7%

{f} Timing of billing.

**Chief Operations Officer Report  
To The Community Action Agency Board  
Helana Haytas, COO      April 2023**

Training & Development

The Agency has put together several training sessions for management over the last month, including updated training on BOLI rules for Breaks, Lunches and Overtime. Management will also be participating in additional training this month coordinated by DEI Specialist, Namene James Rodgers on the topics of Emotional Intelligence and Micro-aggressions.

New Staff Orientation

In May, we roll out a new segment of New Staff Orientation geared toward newly hired managers and supervisors, which occurs twice monthly.

Paid Leave Oregon

HR and Finance attended a training with the state's Paid Leave Oregon consultants, a new program which begins accepting claims September 3<sup>rd</sup>, 2023. The Agency will phase out the Short Term Disability program for employees and refer them to Paid Leave Oregon for applicable eligibility. Oregon Paid Family Leave (PFL) provides paid leave to individuals with eligibility due to medical conditions, care of family members and other qualifying circumstances. The cost of this new benefit will be shared between employers and its employees. For a \$1 million payroll, the Agency will pay \$4,000 and employees will pay \$6,000 totaling \$10,000, which is 1% of that payroll. In effect, the Agency pays 40% of 1% of payroll and employees will pay 60% of the 1% of payroll. So far, 13 states have PFL, and 5 states have enacted laws that are not yet in effect, including Oregon.

Community Event

HR is working to prepare along with Agency programs to represent at the Woodburn Cinco de Mayo event during the May 5-7<sup>th</sup>. The community event will allow the agency programs to reach out and provide information about services and employment opportunities. This is a wonderful opportunity for agency staff to work together in a unified capacity while also celebrating an important cultural celebration in Mexican-American communities and in Mexico, commemorating the Battle of Puebla when Mexico was victorious over French forces in 1862.

Staff Update

HR has a new Recruiting Specialist, Rosalie Van-Sandt Williams, and Maria Cunningham, Recruiting Specialist has recently accepted the position of Benefits Specialist and is currently transitioning into that role.



## **April Board Report: Development Department**

Laurel Glenn, Director of Development

### **Fundraising Update**

#### **Donation numbers:**

- March donations: \$8,070.53
  - Up 61% versus last year's March donation total

#### **Gala sponsorships:**

- We have three confirmed sponsors for the Gala at the moment, with several more in talks.
  - So far, we have \$2,500 in confirmed sponsorship funds.

**Donation overview:** This was a great month for donations, representing a 61% increase over last year's March total. We sent out the 2022 Impact Report to donors in March, which likely resulted in some renewed donations. Several large donations to ARCHES and HOMES also helped drive the total higher. Donations

typically drop as we head into the warmer months, but for now they're remaining high thanks to the generosity of the community.

### **Gala Updates:**

The fundraising committee selected a theme, colors, and a style for the Gala materials this month. Here's one of our promotional pieces:



## **Grants Update**

### **Grants applied:**

- Oregon Community Foundation; Community Grants – Submitted letter of intent to apply for \$30,000 in funds to support operations of the Fuerza Campesina program.
- Marion County Sheriff’s Office; Justice Reinvestment Initiative – Applied for \$380,000 grant to support general operations of the De Muniz Resource Center.
- Governors Executive Order 23-02; Youth Shelter – Assisted with application for \$1.3 million in Executive Order funding to acquire, renovate, and commence operation of low barrier youth shelter in Silverton, Oregon, in partnership with Sheltering Silverton.
- Governors Executive Order 23-02; Rapid Rehousing Polk Co. – Assisted with application for \$1.5 million in Executive Order funding to provide RRH services with housing-focused case management for 80 households

## **Social Media and Marketing Update:**

Our success metrics for social media include:

- Number of new followers
- Page reach (the number of people who saw page content)
- Content engagement (how many likes, reactions and comments)

### **March Facebook Numbers**

- Page Reach: 11,073 (6% decrease over February)
- Post analytics:

- o 601 Likes/Reactions
- o 41 Comments
- o 128 Shares
- o 128 Link Clicks
- o 43 New Followers

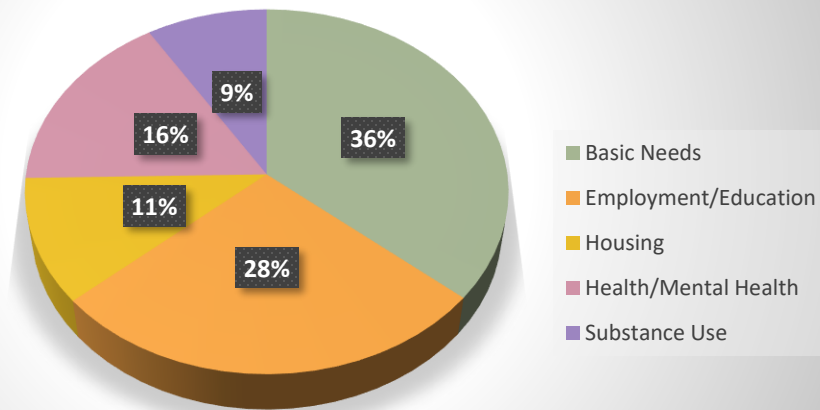
### **March Instagram Numbers**

- Page Reach: 133 (15.7% increase over February)
- Post analytics:
  - o 13 New Followers

### **Dustin's Update:**

March's social media reach is comparable to February's reach. In March, we utilized most of our posts to display program highlights and updates such as client successes, a HOME job fair and program service numbers. Our most viewed post was our press release announcing the ARCHES Lodge project. We utilized Facebook ads to boost the post, bringing in over 6,000 post views.

## How the De Muniz Resource Center Served Clients in March



### Opportunities/Challenges

- ❖ De Muniz Resource Center served 160 clients in March, with 348 services provided.
- ❖ This month 64% served were adults in custody vs. 36% out of custody.
- ❖ During this reporting period, 19 clients (35 occurrences) took advantage and attended our cognitive based classes. The classes covered the following topics:
  - Prosocial lifestyle
  - Identifying strengths
  - Healthy mind frames
  - Problem solving
  - Emotional regulation
  - Success planning
- ❖ Our partnership with Northwest Human Services yielded 46 clients completing their enrollment for Oregon Health Plan prior to release (from incarceration).
- ❖ We assisted 13 clients with bus passes, donated by United Way this month.
- ❖ Twenty-eight clients (39 occurrences) took advantage of our volunteer's services, which include recovery support groups, GED prep, gambling awareness, and mock employment interviews.
- ❖ Eight clients utilized our emergency clothing closet during this reporting period.
- ❖ We assisted eleven clients with assistance to obtain their state ID cards this month.
- ❖ The main challenges we have are physical space limitations (lack of private space) within our center and being understaffed.

## **Success Story**

Patrick, a young adult, faced challenges when trying to find the ideal apartment. His limited support network made it challenging to find a suitable place to live, with only a few friends offering him temporary accommodation. Unfortunately, his family members, who lived out of state, were unable to assist him. Fortunately, one of our previous clients who had participated in our housing program offered to help Patrick by sharing their experience with him and providing necessary information to our housing program. Patrick's experience in our housing program allowed him to learn about how the housing market works and empowered him to advocate for himself in the future.

The housing navigator helped Patrick gather all the necessary documentation and letters of support and worked on his case. They explained the entire process thoroughly and answered any questions that Patrick had. Although Patrick had limited connections, the housing navigator was able to obtain a letter of compliance from his probation officer, which was essential in his case. Despite the challenges, after two months of searching, Patrick finally found the perfect apartment to move forward with his life. The financial support provided by our housing program helped alleviate his financial concerns and allowed him to save funds for future endeavors. Overall, the support provided by the housing program was critical in helping Patrick find stability and move forward in his life.

\*name changed to protect identity

Submitted by Housing Navigator





Mid-Willamette Valley  
**COMMUNITY ACTION**  


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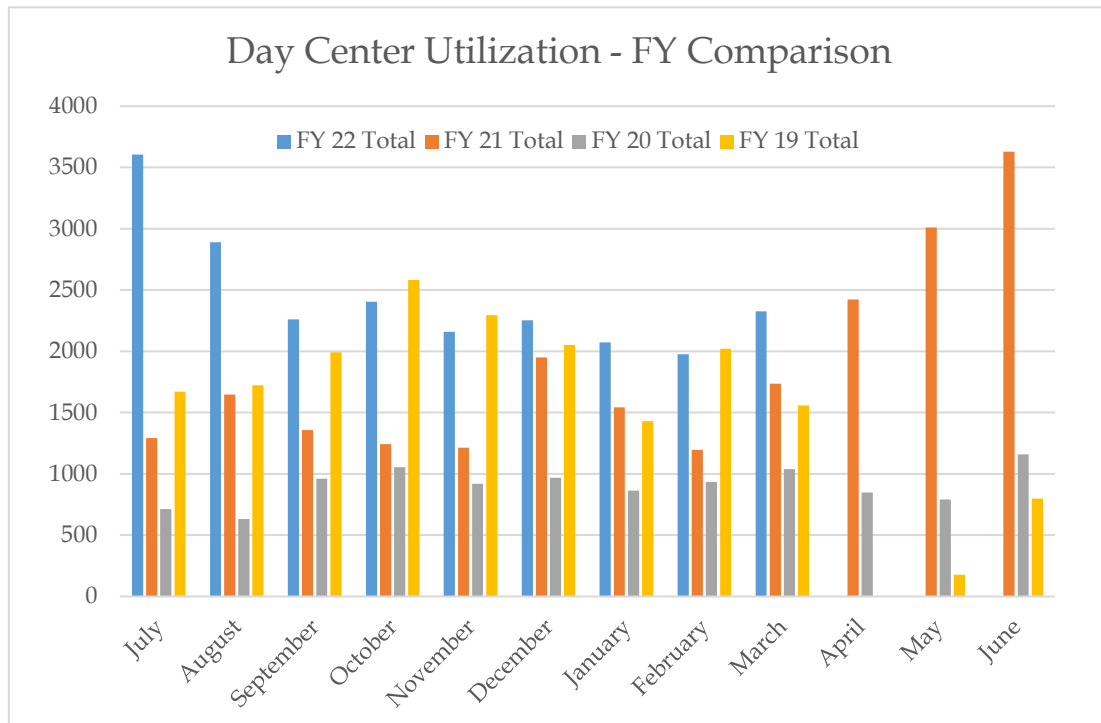
**The ARCHES Project**

615 Commercial Street NE  
 Salem, Oregon 97301

**CRP Board Report - April 2023**

The ARCHES Day Center is open six days a week. During these hours all traditional services are available, including: mail, showers, laundry, meals, and client care services. The Day Center hours are Monday - Saturday 9am - 4:30pm. In the event of inclement weather, the Day Center extends its service hours to align with emergency shelter operations.

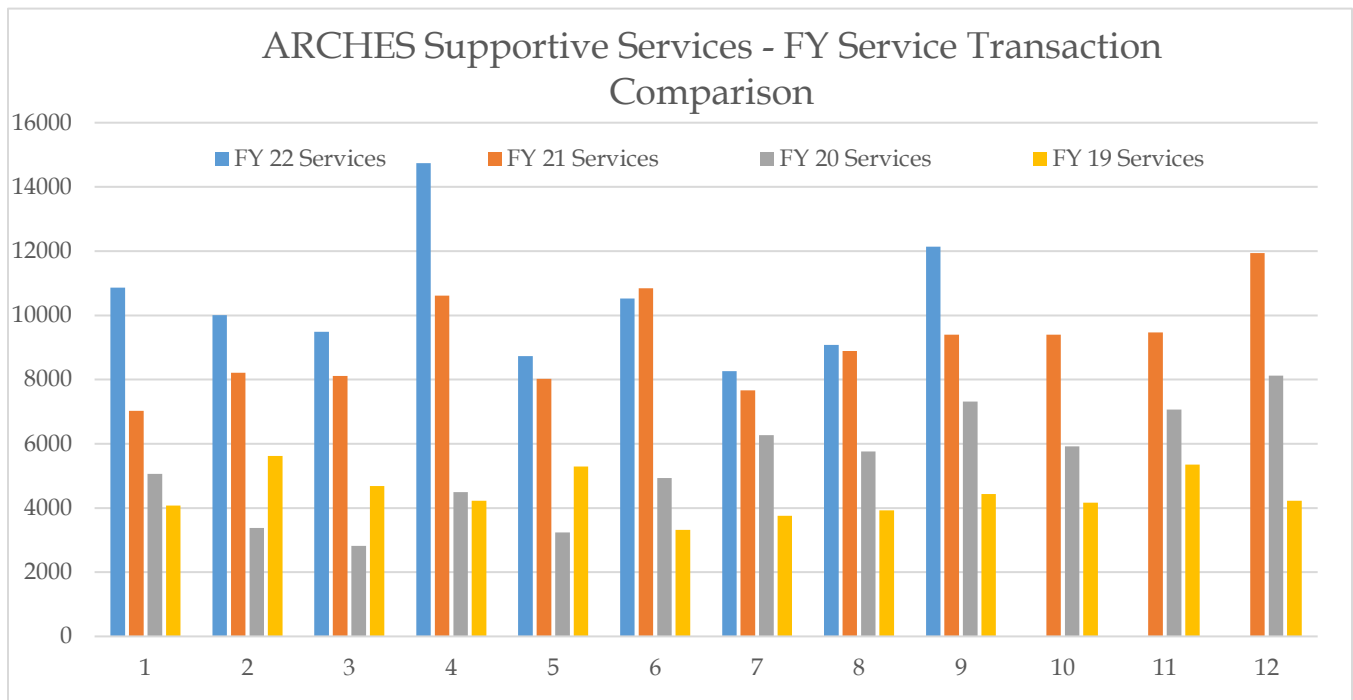
Since opening day, the total number of duplicated Day Center visits is 99,448 - with an average daily attendance rate of 94. March 2023 showed a 5% increase in Day Center utilization over March 2022. Also during this same period, the Day Center saw its highest utilization day so far this winter season. With 122 unique visitors on March 27th. March was also the highest utilization month since October 2022.



**ARCHES Basic Needs & Supportive Services:**

Basic Needs & Supportive Services									
Month	New client Mail Boxes	Checking Mail	Meals	Calls	Pet Food	Hygiene Packs	Showers	Laundry	Client Care
July Total	125	947	8354	567	178	149	272	162	105
August Total	118	971	7505	593	122	168	181	122	222
September Total	244	1292	6362	775	220	110	229	146	108
October Total	138	1108	11572	619	342	127	423	207	204
November Total	86	641	7025	179	262	82	207	115	130
December Total	136	705	8504	336	343	79	238	123	63
January Total	163	463	6705	347	231	60	182	68	41
February Total	206	699	7040	438	274	87	218	92	24
March Total	222	1060	9161	826	296	147	293	121	16
April Total									
May Total									
June Total									
FY 2022 Total	1438	7886	72228	4680	2268	1009	2243	1156	913
FY 2021 Total	699	13035	81015	4445	1554	2577	2454	1504	2302
FY 2020 Total	496	11871	37078	9066	559	642	2293	863	1534
FY 2019 Total	735	11685	22326	16505	793	371	605	105	305
FY 2018 Total	750	9908	23145	17505	1863	403	N/A	N/A	N/A

Current utilization of Day Center Supportive Services continues to remain high, especially in comparison to FY 2021 and FY 2020. During March, ARCHES provided **12,142 supportive service transactions**. This is the second highest utilization month this fiscal year, and is 29% higher than the number of engagements in March 2022. The vast majority of Supportive Services tracked during this time period were in the meal category, including **breakfast, lunch, and evening meals; providing 9,161 meals**.



**Program Showcase:** *ARCHES Diversion Assistance Program (ADAP)*

Beginning in March 2022, ARCHES began providing COVID related emergency rental assistance utilizing state funds called the *Diversion Assistance Program*. These Oregon Housing and Community Service directed funds were the fifth installment of emergency rental assistance aimed at reducing evictions as a result of the pandemic. Since that time, ARCHES has served 884 individuals (299 Households). Oh which 227 were Marion County households, and 72 households were residents of Polk County. MWVCAA also sub-granted \$500,000 to Polk County and Family Community Outreach.

Not only did the ADAP team serve a large portion of Marion and Polk counties, they also served a diverse population.

- Self-reported race/ethnicity of households:
  - 145 White/non-Hispanic (48%)
  - 101 Hispanic (34%)
  - 28 Black or African American (9.5%)
  - 7 Hawaiian or Pacific Islander (2%)
  - 4 Asian (1.5%)
  - 3 American Indian or Alaskan Native (1%)
  - 11 Unknown or refused to answer (4%)

As of April, ADAP has spent \$1,888,328.42 in direct client services; \$1,260,767.34 in Marion County and \$627,561.08 in Polk County. Assistance can include; arrears only, arrears plus 1 to 6 months of rent as a one-time payment (average is arrears + 3 months), or arrears with ongoing monthly payments for those enrolled in case management. There is a 6-month maximum of assistance, not including arrears. The average level of assistance is arrears plus 3.8 months of rent.

- \$6,315.48 is the average ADAP allocation per household
- \$3,121.47 is the arrearage paid by ADAP
- \$1,038.26 is the average on-going monthly rent payment

ADAP enrolls clients through a variety of access points, including: referrals from community partners, walk-ins at MWVCAA resource centers, as well as directly from FED Court hearings. Out of the 299 households served, 72 came directly from a MWVCAA staff member being at the courts in person. Thus interceding on the household’s behalf and avoiding eviction.

In the weeks ahead, MWVCAA is preparing for an additional wave of ADAP funding. Which at current estimates is believed to be an additional \$2.5 million. Of this, a dedicated percentage will be sub-granted to community partners to ensure geographic and racial equity. With this funding, ADAP hopes to serve an additional 667 households.

**ARCHES Housing & Specialty Programs:**

For the 2022 Fiscal Year, ARCHES will report monthly **on new households and individuals** served by our housing stabilization programing. This data is represented in two categories. The first category, focusing on ARCHES housing programming (*Table 1*), outlines our residential facilities, rapid re-housing 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, 68 new households (97 persons) received housing support. In addition, 13 households exited into self-sufficiency, meaning they are able to live independently of ARCHES assistance moving forward. There were also 34 households actively participating in the housing search process, working closely with navigation staff for placement. Since tracking began in July 2019, 827 households have exited ARCHES programming into permanent housing solutions.

Core Programs	Households Served	Individuals Served	Pets	Avg VI-SPDAT Score	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Marion Households	Polk Households
Home TBA	1	1	0	8	1	0	0	0	0	0	1
ERA	0	0	0	0	0	0	0	0	0	0	0
HUD CoC	0	0	0	0	0	0	0	0	0	0	0
City of Salem - TBRA	0	0	0	0	0	0	0	0	0	0	0
EHA	0	0	0	0	0	0	0	0	0	0	0
KP Home	17	32	11	9	30	2	13	17	0	15	2
DHS Fresh Start RRH	1	1	0	9	1	0	1	0	0	1	0
DHS Navigators	1	1	0	11	1	0	1	0	0	1	0
HSP	2	5	0	12	2	3	0	2	1	2	0
Navigation Center	Program Pending										
Redwood Crossing	1	1	0	12	1	0	0	1	2	1	0
ARCHES Inn - Wildfire	1	1	0	7	1	0	1	0	1	1	0
ARCHES Inn - Homeless	1	1	1	12	1	0	1	0	0	1	0
ARCHES Inn - Shelter +	15	20	8	10.9	20	0	10	0	1	15	0
OHA-VRAP	2	2	0	7	2	0	1		0	2	0
Tanner's Project - GPD	7	7	0	6.71	7	0	4	4	4	7	0
Tanner's Project - State Bed	10	10	4	4.87	10	0	0	0	0	10	0
VET DRF	4	5	0	11	5	0	2	2	0	4	0
EHA	0	0	0	0	0	0	0	0	0	0	0
WRRA	3	4	0	0	4	0	0	0	0	3	0
OERA - ADAP	2	6	0	0	3	3	0	2	4	2	0
<b>March Clients Served</b>	<b>68</b>	<b>97</b>	<b>24</b>	<b>9.23</b>	<b>89</b>	<b>8</b>	<b>34</b>	<b>28</b>	<b>13</b>	<b>65</b>	<b>3</b>

Specialty Services engaged 712 households in this most recent period (March 2022). The two most common services are VSO assistance (veterans) and Outreach programs, including Mobile showers.

Specialty Services	Households Served	Adults	Children	Veterans	Fleeing DV	BIPOC/LatinX Individuals	Total Unique Served
Marion County VSO	441	438	3	441	0		441
RENT	12	14	7	1	2	3	21
Birth Certificates	0	0	0	0	0	0	0
Coordinated Outreach	19	19	0				19
Mobile Showers	60	60	0				60
Fuerza Campesina	71	142	29	0	1	6	171
<b>October Clients Served</b>	<b>603</b>	<b>673</b>	<b>39</b>	<b>442</b>	<b>3</b>	<b>9</b>	<b>712</b>
Coordinated Entry - HP	71	99	104	5	8		203
Coordinated Entry - Homeless	124	138	52	19	21		190
<b>Coordinated Entry - TOTAL</b>	<b>195</b>	<b>237</b>	<b>156</b>	<b>24</b>	<b>29</b>	<b>0</b>	<b>393</b>

**Success Story: KP Project Home**

*“Within the ARCHES Project through Mid-Willamette Valley Community Action Agency is a program called Kaiser Permanente Project HOME. A program geared towards our medically fragile unsheltered neighbors. There is one story in particular that highlights why our program came into existence. This is the story of Debra.”*

*“The reason why we are zooming into Debra’s story is because it’s a story of resiliency and hope. Debra had been chronically homeless for six years until she became housed on April 6<sup>th</sup>, 2023. During her time of being unsheltered she resided in downtown Salem near the Marion Parkade. Most locals in Salem are familiar with the Marion Parkade because it is a hotspot for people to reside and where people park to enjoy what downtown Salem has to offer. Debra has difficulties with talking due to her coughing from being exposed to the elements outside for the many years she lived in the downtown Salem area.”*

*“Once Debra heard she had been approved for a unit she experienced tears of joy and laughter, and was eager to sign all the paperwork to move in as soon as she could. On move-in day Debra’s heart felt a new level of comfort once she saw us bring in her bed, sheets, pillows, and a quilt. Still to this day Debra continues to be in frequent contact with the ARCHES Project because of what she has been provided and wants to continue our relationship.”*



*“Kaiser Permanente Project HOME thrives on hearing the gratitude from our newly homed neighbors because it is the beginning of better health outcomes and hope for future generations. Furthermore, we are proud to be a part of the interwoven fabric of our community that is striving together to create stable housing and optimal health outcomes for all.*

o Jared Valet , Housing Navigator

**Rural Resource Services: Marion and Polk Counties**

Resource Services provide prevention funds for households experiencing an unexpected and unavoidable emergency in Marion and Polk Counties. These services, include: rent arrearages, utility shutoffs, as well as emergent utility and security deposits. Navigation and referral services are also a key feature of this program; creating linkages to external service providers in order to improve self-sufficiency for households moving forward.

During Quarter Three of fiscal 2023, 87 households were assisted thus avoiding homelessness. 98% of these services occurred **outside the city limits** of Salem, serving our rural communities

	Resource Services - Homeless Prevention								
	Households Served	Individuals Served	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Marion Households	Polk Households
Seymour Center	2	5	4	1	1	1	1	2	0
Polk County	70	194	96	98	1	69	70	1	69
Woodburn	7	12	7	5	0	7	2	7	0
SOCC - Mill City	8	17	12	5	5	3	0	8	0
<b>Q3 Clients Served</b>	<b>87</b>	<b>228</b>	<b>119</b>	<b>109</b>	<b>7</b>	<b>80</b>	<b>73</b>	<b>18</b>	<b>69</b>

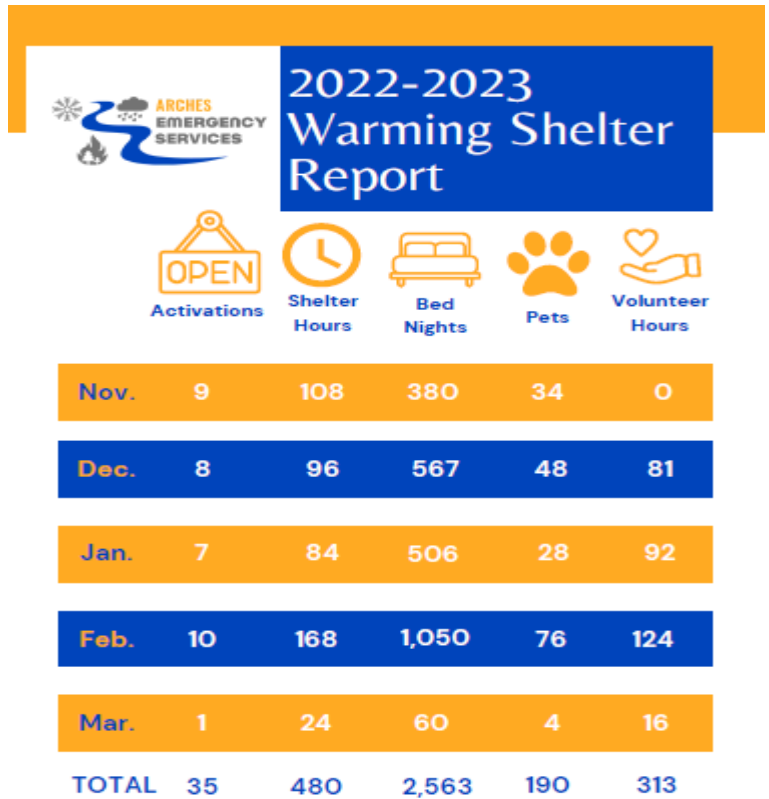
**Program update:** *Emergency Services*

On November 1, 2022 MWVCAA formally entered the designated warming shelter season. Between then and March 31, 2023 if overnight temperatures reach 32 degrees or below emergency shelter sites will activate. This is made possible by funding provided by the City of Salem and Oregon Housing and Community Services. ARCHES warming shelters are low barrier. Accepting anyone regardless of disability status, household size, sobriety level, or pets.

Over the course of the warming season, MWVCAA activated warming shelters in Salem 35 times, thus providing 2,563 bed nights and serving 190 pets (duplicated).

As part of the larger Emergency Services network, MWVCAA subgrants funds to local organizations to operate inclement weather shelters in rural communities. These subgrants were awarded to: Recovery Outreach Community Center (ROCC) in Mill City, Polk County, and Neighbors Serving Neighbors in Woodburn. As a result of these funds, the total seasonal network impact includes:

- 3,142 bed nights provided during 185 activations
- Over 3,840 in operating hours



Emergency Warming Network - Subs							
Organization	Total Activations	Overnight Temperature	Total Operating Hours	Bed Nights	# of Pets	# of Volunteers	# of Staff
ROCC- Mill City	105	31.34	1260	558	127	34	219
Polk County Warming Network	110	30.55	1320	1067	64	64	338
Woodburn	105	33.87	1260	1517	95	67	402
<b>Season Totals</b>	<b>320</b>	<b>95.76</b>	<b>3840</b>	<b>3142</b>	<b>286</b>	<b>165</b>	<b>959</b>

# WARMING SEASON HIGHLIGHTS

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## TEXT ALERTS CONNECT MORE PEOPLE TO WARMING SHELTERS

ARCHES implemented a text and email alert system to connect with community members and shelter users to communicate openings and locations. This alert system have 160 subscribers and include members of Salem Hospital, Salem Police Department, Salem Fire Department, 911 dispatch, and other service providers.

## EXTENDED DAY CENTER HOURS PROVIDES CONTINUITY OF SERVICE

The ARCHES Day Center stayed open late on activation nights and opened early the next morning. This the paired with our transportation shuttle to and from warming shelters, greatly reduced the amount of time unsheltered individuals were outside in temperatures below freezing. In February, ARCHES received an overnight shelter permit for the site, keeping doors open 24 hours on nights when temperatures are below freezing.



# WARMING SEASON HIGHLIGHTS

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## WHERE ARE WE GOING TO GET BLANKETS?

On December 21, 2022 freezing rain left roads in Salem covered in ice until the mid-morning hours of December 24th. With roads and businesses shuttered, ARCHES staff had no way of washing blankets for a warming shelter activation on the night of December 22nd.

A quick thinking ARCHES staff member drove to Salem Hospital and asked to borrow blankets. The Salem Hospital assisted without hesitation and continued to provide assistance throughout the season as needed.

## WARMING BECOMES AN AGENCY WIDE ENDEAVOR

To ensure enough staff coverage at warming shelters, ARCHES staff worked with HR and Payroll to develop a system to offer pay differentials for non-warming staff that offered to work warming shifts. This was well received by agency personnel with team members from various programs signing up to help keep warming shelters open. Many staff commented on how much they enjoyed their time at the shelter and enjoyed the opportunity to get involved in the work that ARCHES is doing for the unsheltered community.





## Opportunities:

- Seeding Justice Child Care Capacity Building Grant. **Update:** The ECEC Consortium Steering Committee, in which CCR&R Program Director is a member received this great news. OCDC is submitting the grant in partnership with this consortium. **Congratulations!** The Fund's Steering Committee has reviewed the interest form you submitted on behalf of Oregon Child Development Coalition and would now like to invite you to submit a full application.
- MWVCAA/CCRR sponsored Clackamas Community College 1 has been working so very hard and we really want to celebrate their achievement and continue to empower and encourage them to towards their Associates. There may be an opportunity to fund this group for year 2 through the IGA Higher Ed grant opportunity in the near future.
- MWVCAA/CCRR along with the ECEC Latino Consortium is collaborating with Clackamas Community College on the recent IGA Higher Ed grant opportunity through the Early Learning Division. **Update:** Consortium partners and CCRR were able to fill all 25 Marion, Polk & Yamhill slots for this effort. This will begin Spring Term. Mike McNally and his wife Marianne donated \$6,000 to the CCR&R to support this effort by offering to purchase 8 laptop computers as loaners for students who participate and do not have access to one, as they attend this higher ed opportunity. This was on behalf of the Willamette Wine Foundation.
- MWVCAA/CCRR is collaborating with Chemeketa Community College on the recent IGA Higher Ed grant opportunity through the Early Learning Division. They were also awarded the grant. We will be mainly assisting with outreach/recruitment. More information will be coming.
- Bridges to the Future Early Educator Conference-March 16<sup>th</sup> and 17<sup>th</sup> . Completed. CCR&R collaborated with Polk County Family and Community Outreach on this in person two day event. We supported with planning and then as room hosts, on staff participated as a trainer and we came together as a team to manage the ORO credit for up to 200 participants. CCR&R contributed \$8,000 in funds in support of this event in Polk County for early childhood educators, who serve children in home based child care and center based child care. Participants from all over the state participated.
- Working with Lane County CCR&R and Onward Eugene, in the development of a statewide media campaign for CCR&R's. Onward Eugene assisted in the development of a RFP to marketing agencies. The focus of the campaign will be to increase awareness of the importance of early learning and care and increase understanding of career opportunities in the field/how to access them. 5 proposal were submitted and a small group of us, reviewed them, scored them and chose who we are interested in using for this project. **UPDATE:** I volunteered to draft an email on behalf of our CCR&R Directors Coalition and Onward Eugene, to propose this project to the Early Learning Division and obtain permission for CCR&R's to use a specific set of funds. We were not able to use the Stabilization funds, however the ELD met with the planning group and heard our request to spend \$20,000 between all 16 CCR&R's for Phase 1: Campaign Concepting & Design. They approved us to be able to use CCDF funds for this purpose. Phases 2 and 3, CCR&R's will look to other funding. **UPDATE:** I received notification that Child Care Aware is offering grants up to a little over \$22,000 to CCR&R's. I requested the application and Onward Eugene offered to write it on behalf of the CCR&R Director's Coalition. Onward already had the original proposal information so it was real easy for them to do the application. I will most likely

submit it since I requested the application. It is due to CCAoA by April 21<sup>st</sup>. Total proposed cost for the project is \$50,000, with options for buy in's in the future.

- **Completed:** Presentation to the Yamhill County Board of Commissioners on March 30<sup>th</sup> about the recommendations of a task force that has been exploring the needs of Yamhill County. Jenna Sanders participated in this task force. The Board of Commissioners has earmarked 2.2 million for early learning in Yamhill County. **UPDATE:** Jenna Sanders, the CCR&R Associate Program Director who oversees the CCR&R Yamhill office, attended the Meeting with Jennifer Richter of the Yamhill Community Care Organization (Yamhill's Early Learning Hub). Eva Pignotti attended as support from Community Action and our Early Learning Division within the agency. Included in the recommendations is funding for 2 CCR&R positions for 3 years as well as funding to help develop a licensed childcare center and ECE workforce training facility as well as smaller grants to increase in-home licensed programs. No update on whether the Board of Commissioners will approve the recommendations. It is still in discussion.
- CCR&R's statewide will have the opportunity to give input on the next CCR&R Statement of Work in preparation for the new biennium grants that begin July 1, 2023. There will be conversations on at what makes sense, what doesn't, data, and how we can align better with Raise Up Oregon. At this point, I have not heard any talk about CCR&R's and competitive RFP. Covid has definitely pushed that back at least for the next biennium.
- April 27<sup>th</sup> CCRR will participate with a vendor booth at Polk County's FAM JAM. This event is a Kindergarten registration event for Polk County Preschoolers transitioning. There is often raffle drawings, free school supplies/backpacks and loads of resources for families and fun activities for children!

## Challenges:

- Unfortunately, due to family health issues and a move out of state. I will be retiring from my position as CCR&R Program Director on June 30<sup>th</sup>, 2023, after 18 years in the Agency. This was an extremely difficult decision, but I feel the right one, in support of my loved one. I am so appreciative of this agency and all the administration and staff. It has been an honor to be a part of this agency and the work it does for our community. The position is currently posted and we are hoping to start interviews early May. I really wanted to make sure the new PD was supported in this transition and that there was ample time for me to support for a period of time, before I left.
- CCR&R has been coordinating ECE Professional Development Webinars in English, Spanish and Russian monthly and sharing them with the state. We have received some funding to help pay for trainers from other CCR&R's, however, there is no funding for the coordination. We are having conversations with the ELD about submitting a proposal for funding and support to make this project sustainable. **UPDATE:** Jenna has been instrumental in this communication and discussion with the ELD. There will be a meeting with the statewide Directors on this, to see what can be negotiated or decided upon.
- Shannon Vandehey and Jenna Sanders has been working with Eva Pignotti and Katie Stokes on the Agency Staff Child Care planning team.

Energy Services March PY 2023, Program Report

Traia Campbell, Energy Director

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

Energy Services households served in March & 2nd quarter 2023

<b>March 2023, Marion &amp; Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	631	1818	227	246	212	310	49% of HH's \$453	
LIHWA CAA	111	342	43	54	30	51	46% of HH's \$367	
LIHWA ARPA	82	249	27	57	29	25	31% of HH's \$377	
OEA PGE	256	675	60	116	116	107	42% of HH's \$476	
OEA PP	34	96	8	15	15	11	33% of HH's \$682	
CEAP PGE	236	670	58	357	96	102	43% of HH's \$819	
CEAP PP	24	64	35	7	5	14	59% of HH's \$772	
OLGA	160	463	43	90	62	72	45% of HH's \$431	
GAP	24	69	6	15	8	9	38% of HH's \$129	
<b>Total</b>	<b>1558</b>	<b>4446</b>	<b>507</b>	<b>957</b>	<b>573</b>	<b>701</b>	<b>45% of HH's \$482</b>	

<b>2nd quarter PY 2023, Marion &amp; Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	3818	9856	1015	1891	1741	1536	40% of HH's \$435	
LIHWA CAA	801	2458	245	421	286	293	37% of HH's \$266	
LIHWA ARA	82	249	27	57	29	25	31% of HH's \$377	
OEA PGE	658	1657	153	328	314	247	38% of HH's \$455	
OEA PP	105	313	28	39	40	40	38% of HH's \$797	
CEAP PGE	236	670	58	357	96	102	43% of HH's \$819	
CEAP PP	24	64	35	7	5	14	59% of HH's \$772	
OLGA	396	1182	108	200	143	171	44% of HH's \$431	
GAP	32	97	8	18	11	11	35% of HH's \$134	
<b>Total</b>	<b>6070</b>	<b>16297</b>	<b>1650</b>	<b>3261</b>	<b>2636</b>	<b>2414</b>	<b>42% of HH's \$477</b>	

Energy spent out all Covid OEA funds for PGE and PAC funding in March. CEAP assisted households impacted by Covid with income guidelines up to 80% AMI. OEA PGE and PAC fund are available, guidelines are 60% OMI, OEA funds are quickly being spent. LIHEAP PY23 funds were fully allocated the end of March, multiple applications remain to be processed that will bring the remaining funds to zero. (Energy has not spent LIHEAP funds down this quickly in decades). Rollover funds, 8.6% have been retained for the PY 2024 startup. LIHEAP PY 2023 funding were received the middle of December 2022, LIHEAP allocations are historically received the end of October or beginning of November. LP rollover funds are essential to begin assisting applicants in October, the beginning of the program year, and complete vendor payments. OHCS released the first allocation of Emergency LIHEAP with the expectation of a second allocation of the same amount to be released soon. I estimate an additional 2,800 households will be assisted with these funds. The E-LP funds are not new funding but a continuation of the original LP23 funds that must be tracked separately. The number of people applying for assistance this program year has increased across the network. Many programs, including Energy, are behind on processing applications. Factors include; reduced trained staff, team call outs, increased number of applicants, customer inquires, funding changes, etc. Energy team is brainstorming on what updates can be implemented to assure applications will be processed in a timely manner while assuring quality not only quantity.

<b>March 2023, Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	93	262	25	28	27	51	55% of HH's \$468	
LIHWA-CAA	21	63	6	8	6	10	48% of HH's \$374	
LIHWA-ARPA	11	34	3	6	4	3	25% of HH's \$365	
OEA PGE	3	4	0	2	3	1	34% of HH's \$345	
OEA PAC	13	34	5	5	4	8	62% of HH's \$921	
CEAP PGE	3	12	0	2	1	2	67% of HH's \$250	
CEAP PAC	60	170	18	37	24	25	42% of HH's \$566	
OLGA	18	55	0	7	4	9	50% of HH's \$511	
GAP	11	29	0	5	3	7	64% of HH's \$136	
<b>Total</b>	<b>233</b>	<b>663</b>	<b>57</b>	<b>100</b>	<b>76</b>	<b>116</b>	<b>50% of HH's \$475</b>	

<b>2nd quarter PY 2023, Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	459	1138	108	215	229	191	42% of HH's \$434	
LIHWA-CAA	115	339	40	60	48	38	33% of HH's \$279	
LIHWA-ARPA	11	34	3	6	4	3	25% of HH's \$365	
OEA PGE	10	22	2	6	4	4	40% of HH's \$774	
OEA PAC	46	112	9	18	26	17	37% of HH's \$787	
CEAP PGE	10	29	4	4	4	10	60% of HH's \$945	
CEAP PAC	85	260	28	32	37	35	42% of HH's \$692	
OLGA	82	221	18	49	36	21	26% of HH's \$437	
GAP	30	72	5	17	12	14	47% of HH's \$135	
<b>Total</b>	<b>848</b>	<b>2227</b>	<b>217</b>	<b>407</b>	<b>400</b>	<b>333</b>	<b>40% of HH's \$589</b>	

Energy completions for same time periods in PY 2022

<b>March 2022, Marion &amp; Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	741	2058	220	305	267	339	46% of HH's	\$400
LIHEAP ARPA	740	2057	220	304	267	339	46% of HH's	\$408
OEA PGE	283	768	72	114	104	107	38% of HH's	\$653
OEA PP	34	96	8	15	15	11	33% of HH's	\$682
CEAP PGE	236	670	58	357	96	102	43% of HH's	\$819
CEAP PP	24	64	35	7	5	14	59% of HH's	\$772
OLGA	160	463	43	90	62	72	45% of HH's	\$431
GAP	24	69	6	15	8	9	38% of HH's	\$129
<b>Total</b>	<b>2242</b>	<b>6245</b>	<b>662</b>	<b>1207</b>	<b>824</b>	<b>993</b>	<b>45% of HH's</b>	<b>\$515</b>

<b>2nd quarter PY 2022, Marion &amp; Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	1977	5618	611	782	728	933	48% of HH's	\$404
LIHEAP ARPA	1977	5617	610	783	730	931	47% of HH's	\$410
OEA PGE	725	2080	191	272	266	272	38% of HH's	\$691
OEA PP	105	313	28	39	40	40	38% of HH's	\$797
CEAP PGE	236	670	58	357	96	102	43% of HH's	\$819
CEAP PP	24	64	35	7	5	14	59% of HH's	\$772
OLGA	396	1182	108	200	143	171	44% of HH's	\$431
GAP	32	97	8	18	11	11	35% of HH's	\$134
<b>Total</b>	<b>5472</b>	<b>15641</b>	<b>1649</b>	<b>2458</b>	<b>2019</b>	<b>2474</b>	<b>42% of HH's</b>	<b>\$547</b>

<b>March 2022, Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	77	213	14	31	23	33	43% of HH's	\$409
LIHEAP ARPA	77	213	14	31	23	33	43% of HH's	\$408
OEA PGE	7	19	0	1	2	4	58% of HH's	\$730
OEA PAC	16	53	5	5	4	6	38% of HH's	\$833
CEAP PGE	6	17	1	2	3	3	50% of HH's	\$1,115
CEAP PAC	10	29	3	4	3	5	50% of HH's	\$821
OLGA	19	55	4	11	5	9	48% of HH's	\$427
GAP	2	8	1	2	0	2	100% of HH's	\$150
<b>Total</b>	<b>214</b>	<b>607</b>	<b>42</b>	<b>87</b>	<b>63</b>	<b>95</b>	<b>44% of HH's</b>	<b>\$678</b>

<b>2nd quarter PY 2022, Polk county completions by funding source</b>								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.	Ave HH pmt	
LIHEAP	257	731	71	80	74	124	49% of HH's	\$417
LIHEAP ARPA	257	731	71	80	74	124	49% of HH's	\$431
OEA PGE	11	27	0	4	4	5	46% of HH's	\$1,141
OEA PAC	63	204	19	18	16	28	45% of HH's	\$946
CEAP PGE	6	17	1	2	3	3	50% of HH's	\$1,115
CEAP PAC	10	29	3	4	3	5	50% of HH's	\$821
OLGA	51	139	11	26	13	19	38% of HH's	\$413
GAP	2	8	1	2	0	2	100% of HH's	\$150
<b>Total</b>	<b>657</b>	<b>1886</b>	<b>177</b>	<b>216</b>	<b>187</b>	<b>310</b>	<b>48% of HH's</b>	<b>\$881</b>

**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL  
Eva Pignotti, CPO of Early Learning & Child Care – April, 2023**

**Attendance**

**Head Start Preschool**

9/22	10/22	11/22	12/22	1/23	2/23
76.16%	71.10%	64.76%	60.68%	69.82%	67.20%
3/23	4/23	5/23	6/23	7/23	8/23
67.39%					

**Early Head Start**

9/22	10/22	11/22	12/22	1/23	2/23
70.72%	69.52%	58.37%	58.99%	67.60%	71.35%
3/23	4/23	5/23	6/23	7/23	8/23
69.81%					

**Early Head Start Child Care Partnerships**

9/22	10/22	11/22	12/22	1/23	2/23
81.23%	77.27%	68.00%	71.58%	67.31%	65.90%
3/23	4/23	5/23	6/23	7/23	8/23
67.00%					

**Community Action Head Start Attendance Analysis  
Absences for March 2023**

The Head Start program attendance rate for March was 67.39%, below the required 85%. The top absence reason during the month was children’s illnesses (not respiratory), accounting for 44.14% of the absences.

The Early Head Start program attendance rate for March was 69.81%, below the required 85%. The top absence reasons during the month were children’s illnesses (not respiratory), which accounted for 40.63% of the absences, and children’s illnesses (respiratory), accounting for 16.15% of the absences.

The Early Head Start Child Care Partnerships program attendance rate for March was 67.00%, below the required 85%. The top absence reasons during the month were children’s illnesses (not respiratory), which accounted for 32.67% of the absences, family day/vacation, which accounted for 16.71% of the absences, and sick family member, which accounted for 12.47% of the absences.

**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 (\*summer = 136)**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
333	363	387	396	432	428	455					

**Early Head Start – Full Enrollment = 114**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
74	80	82	83	99	94	102					

**Early Head Start Child Care Partnerships – Full Enrollment = 86**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
80	66	68	68	71	69	76					

**Waiting Lists**

**Head Start Preschool**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
49	36	56	72	76	86	92					

**Early Head Start**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
17	16	19	33	45	54	69					

**Early Head Start Child Care Partnerships**

9/22	10/22	11/22	12/22	1/23	2/23	3/23	4/23	5/23	6/23	7/23	8/23
7	8	7	14	12	12	19					

**USDA Meal Reimbursements**

	March 2023	
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	4,558	\$10,073.18
Lunch	4,568	\$18,409.04
Snack	336	\$ 396.48
Cash In Lieu		\$ 1,370.40
<b>Total Reimbursement</b>	<b>9,462</b>	<b>\$30,249.10</b>

## **Report from Chief Program Officer of Early Learning & Child Care:**

**Staff Child Care:** We have been working toward the first stages in accomplishing the strategic plan goal of providing staff child care for the agency. A small committee has been looking for facilities, surveying staff about their child care needs, developing job descriptions and working on a budget. The goal is to create a self-sustaining program where staff/parent payments or Employment Related Day Care subsidy covers the costs of child care staff, facilities, materials, and insurance. A temporary Child Care Director position has been opened to bring on someone with experience in licensing and opening child care centers to finalize facility plans, hire staff, enroll children and obtain required licenses. The goal is to be open in September with at least one infant/toddler and one preschool age classroom.

**Child Care Resource & Referral:** Shannon Vandehey has submitted her resignation from the Program Director position. She has provided over 20 years of dedicated service to the agency and will be missed. The position has been opened to hire a new Program Director. The process will include a couple of interview panel sessions as well as a community meet and greet, with the opportunity to hear finalists speak, ask questions and submit written comments.

**Head Start:** Work with our school safety consultant, One Security, has continued with all staff receiving training in readiness, de-escalation, observation and intervention. These trainings are being done in groups of 35, with sessions in March, April and May. This lays the ground work for final training sessions with site specific training planned for September.

One Security provided us with specifics about each location and recommendations for facility or procedural changes. In addition, they identified three big cost program-wide changes to facilitate school safety. The Head Start Management Team will assess all recommendations and make a plan for the implementation of agreed upon modifications. We will also explore the option of requesting one time supplemental funding from HHS for the more costly implementations.

# HOME Youth Services Board Report

*Q3: January-March 2023*

## ***The Drop-In Day Center***

The Drop-In Day Center serves youth ages 11-18, and was open two days a week for full services in January, with hours available other days throughout the week for case management, access to resources, and access to basic needs items like hygiene products, clothing, food, and school supplies.

The Drop-In has traditionally been open 7 days a week. During COVID, due to staffing and wellness challenges, hours were reduced to 5 days a week. In October, the decision was made to reduce hours to 2 days a week to increase the focus on outreach services, edit policy and procedures, and make necessary changes to the physical space of The Drop In.

In the beginning of February, the Drop In closed to complete repairs and cosmetic updates. The Agency Facilities team directed many of the repairs, connected the Program with contractors, and completed much of the work. The Facilities team also worked with the Program staff by guiding them as they painted, cleaned, and organized the building. Once repairs are finalized and the building passes its final inspection to open and serve youth, the Drop In plans to open 3 days a week, and gradually increase hours to 7 days as staffing allows. Although youth were unable to visit the physical location for services during the quarter, staff continued checking in with youth who are known to the Program through social media, texting, and delivery of food boxes. The Drop In Youth Navigator also participated in case management activities with youth and met them in the community for case management meetings.

## ***Outreach***

HOME Youth Services' outreach team serves youth in both Marion and Polk counties. The outreach team meets youth serves to provide vital resources to youth where they are at, and begin engagement with services at HOME Youth Services. Outreach, as a team, travels to areas where youth are known to either stay or hang out to engage with youth. The team also attends and hosts community tabling events to engage with youth and inform them about HOME Youth Services' services.

The Outreach team conducted approximately 20 hours of street outreach this quarter. The Outreach team has continued connections with Northwest Human Services HOST program, and will continue weekly outreach efforts. The Outreach team has also connected with the Church at the Park team to coordinate efforts. The team plans to engage with Church at the Park on Fridays at the Downtown Transit Center, as the Church at the Park team has mentioned they have been engaging with quite a few youth under the age of 18. The three service providers, as well as others invited from the CoC's Youth and Young Adult Subcommittee meeting have monthly meetings at IKE Box to check in, coordinate efforts, discuss challenges and strengths, and develop a plan to ensure youth are being met where they are at in outreach efforts. Outreach is an essential piece in the HOME Youth Services puzzle, and the team is dedicated to effectively and creatively reaching youth, even through internal and external barriers.



### **Youth Empowerment Program (YEP)**

The Youth Empowerment Program (YEP) is HOME Youth Services' job development program. Youth engaged in YEP are able to work as a paid intern in either an internal (at HOME Youth Services) or external (with community partners) internship. Youth engaged in the YEP program also develop transferrable life and job skills during weekly workshops, focusing on 21<sup>st</sup> Century skills like interviewing, communication, civic literacy, financial literacy, critical thinking, and creativity. A partnership with Maps Credit Union also provides youth the opportunity to sign up for a savings account and begin saving with the money they are making while engaged in the YEP program.

	<i>January</i>	<i>February</i>	<i>March</i>
<i>Youth Participants</i>	7	7	5
<i>Attended Workshops</i>	7	0	4
<i>Attended Financial Literacy</i>	0	0	0
<i>Attended Education Field Trip</i>	0	0	0
<i>Attended Business Field Trip</i>	0	0	0
<i>Opened Savings Account</i>	0	0	0
<b>Total</b>	<b>14</b>	<b>7</b>	<b>9</b>

During Quarter 3, YEP had 7 youth participants engaging in the program. Because the YEP program primarily runs out of the Drop In, there was limited opportunity for youth to engage in the program beginning in February. Although there was limited on-site engagement, the youth were able to participate in the culinary aspect of the YEP program to the continued partnership with Salem First Christian Church. The YEP Manager also worked with the youth to create a plan to extend the program another quarter in order to complete the entire objectives of the program, centering the youth voices in the conversation. The youth agreed to the plan, so this cycle will continue into Quarter 4.

During this quarter, YEP also hired a new Youth Navigator, who is currently focusing on program specific training, documentation training, and becoming familiar with the YEP curriculum. With the facility closed, the YEP Youth Navigator has also been focusing time cleaning and painting at the Drop In, and providing coverage as able at Taylor's House.

### **Taylor's House Emergency Housing**

Taylor's House is an emergency shelter for youth ages 11-18. Taylor's House has ten beds for youth, four of which are set aside for youth in ODHS custody. The additional six beds are set aside for youth in the community who are experiencing homelessness or at risk of experiencing homelessness. Taylor's House opened in 2018, and has been a vital resource for at risk youth in the community. While at Taylor's House, youth engage in pro-social activities like house meetings, groups, and outings. Once in shelter, youth also engage in case management with staff at Taylor's House to work on goals like housing, health, mental health, and education. Youth work with Taylor's House staff to identify safe, long term supports for after they transition from emergency shelter.

During Quarter 3, Taylor's House served 14 unique individuals for a total of 546 shelter nights. During this quarter, the program hired a Youth Navigator for the Basic Center Program through the Family Youth Services Bureau. This Youth Navigator's focus will mainly be on mental health activities with the youth: scheduling mental health appointments, leading wellness groups, and creating wellness specific case plans as needed. Through this grant, Taylor's House will also be redecorating the basement, based on feedback from the youth. The program will be creating a zen-like space in the

basement for intakes to occur. In conversation with youth in the program or youth who have exited the program, they have mentioned that they would like a more trauma-informed space for intakes to occur. Taylor’s House staff have been working on the design for the space, and the plan is for Facilities to assist with painting and any repairs that may need to be made. The youth at the house helped staff pick out colors for the space, and provided ideas for items that would make them feel more comfortable during an intake or when they are off center.

With tickets provided by the Trailblazers, staff were able to take the youth to a game in March. They had great seats, and seemed to have a good time, even though not all the youth are basketball fans.



### ***Rapid Re-Housing Program***

HOME Youth Services' Rapid Re-Housing Program began as a pilot project from the state of Oregon to provide housing assistance to youth in Marion and Polk counties. In January, 2023, the new Rapid Re-Housing Manager was hired and began working on the policies and procedures for the program, while simultaneously working on the enrollment packets and hiring additional staff. The program is now fully staffed with two Youth Navigators, who are currently completing training for when the program is fully operational. The program has been connecting with community partners like Safety Compass to discuss the program and the referral process for the program. Policy & procedures and the enrollment packet are almost complete, and once complete, the program will be ready to fully launch.

### ***Current Projects***

In February, HOME Youth Services participated in a Community Information Session at Central High School to discuss the Youth Homelessness Demonstration Project services that the Program will be implementing in Polk County. Centering youth voices, the program brought in a panel of youth with connection to Polk County to share why housing for youth and young adults in the area is such a necessary services. The young people bravely shared their experiences with homelessness, shelters, and the foster care system, while one young person shared a poem about the realities of being a homeless teenager. Ashley Hamilton, Chief Program Officer, also shared a brief presentation about the Agency and projects. It was a well-received and successful event, with many supportive conversations.

### ***Other***

During this quarter, the Program's Associate Program Director transitioned out of the program. The Program Director and Program Managers worked together to hire a new Associate Program Director. During the second round of interviews, the program was able to center youth voices and asked two staff members, as well as a youth from Taylor's House to interact with the candidates while the management observed, as an in-box exercise. After the second round of interviews, it was determined that with the additional support for youth homelessness, and with multiple program initiatives starting up, it was essential to hire two Associate Program Directors, both starting in April. To begin, one Associate Program Director will focus attention on the sheltering initiatives like Taylor's House, Rapid Re-housing, and the YHDP shelter in Polk County, while the other Associate Program Director will focus attention to support services like the Drop In, YEP, and Outreach efforts, with some additional focus on staff training and development. Both individuals will be wonderful additions to the team!

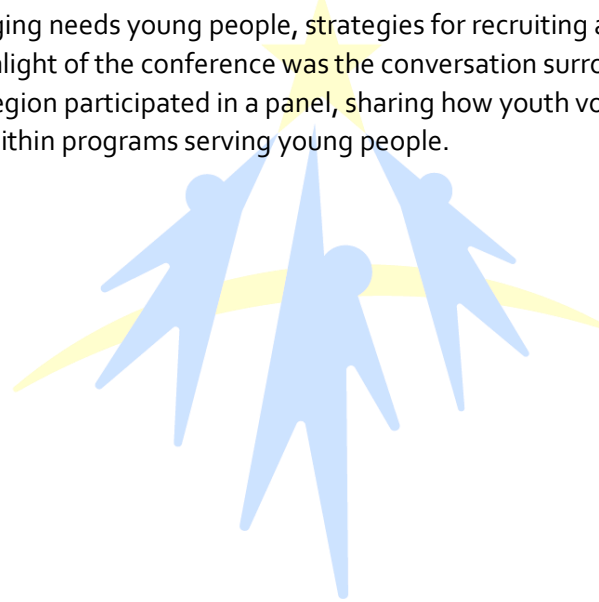
HOME Youth Services has two large reviews in April: Family Youth Services Bureau (FYSB) and Taylor's House Licensing

- FYSB will focus on Outreach and the Basic Center Program grants. This is a two day review, April 11-12, including multiple meeting with executive staff, management, program staff, community partners, board members, HR, Finance, and youth, while also including a file review. This review comes in approximately the middle of the Street Outreach Program grant, and approximately six months into the Basic Center Program Grant. This is the first FYSB review the Program has experienced.

- Taylor's House licensing renewal process will begin on April 19, and includes a site visit, youth interviews, staff interviews, and a file review. The current license is set to expire at the end of May, 2023.

The program has had a couple focused hiring events, and plans to do more in the future. In the quarter, many staff members were promoted to other positions within the program, which provided opportunities for growth for HYS and the individual staff members.

HOME's Program Director attended the West Coast Convening conference in Oakland, CA February 9-10. The conference gathered service providers from Oregon, Washington, California, and Alaska together to create meaningful connections, learn from each other, and brainstorm ways to more effectively serve youth. The conference's main focus areas were: innovations in housing for young people, meeting the changing needs young people, strategies for recruiting and retaining staff, and youth leadership. The highlight of the conference was the conversation surrounding youth leadership. Multiple young from the region participated in a panel, sharing how youth voice can be elevated in leadership positions and within programs serving young people.



Mid-Willamette Valley

**COMMUNITY ACTION**

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**HOME Youth Services**

Nutrition First -Child Care Food Program  
Carmen Romero - Program Director  
April 2023

Nutrition First CCFP reimburses child care providers who are certified or registered with the Office of Child Care or license-exempt providers listed with ODHS. The following chart is for the fiscal year 2022-2023. It shows the total number of clients, including those who opened and those who closed each month.

The fiscal year for the CACFP program is from October to September.

	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	March 2023
Start of Month	500	495	492	490	498	500
Opened	8	8	7	11	13	10
Closed	13	11	9	3	11	7
End of Month	495	492	490	498	500	503

- For March, we signed on 10 providers (nine are OCC registered/certified and one is listed with ODHS) and we closed 7 providers, leaving us with 503 active homes. The only difference between the OCC providers and the listed providers is how many children the state has allowed them to care for and that is the number of children Nutrition First will reimburse.

Out of the seven closures ~ one was closed by Nutrition First for a Serious Deficiency, one closure was a change in site provider, two providers never submitted a claim, and three closed their registration/certification with OCC.

- During the February ~ May cycle, our staff do the second education training for the year to all providers. Monitors will show the providers an educational training on a nutritional subject approved by USDA-CACFP. This cycle the training topic is Nuts & Seeds. Providers will receive handouts with nutritional information and appropriate serving size, and see a peanut butter sample so they get a visual on how it should look to meet the portion needed. Each provider will receive a nutcracker, and the children get coloring sheets and stickers that fit the Nuts & Seeds theme.
- During March, staff conducted 174 in-home visits and saw 1,392 children.
- In March, we update all data about children participating in the program as required by USDA each year.
- Nutrition First has contracted with KidKare by Minute Menu for a software system, which will replace the very outdated access program that we have used for the last 25+ years. This software will allow providers to create and submit menus electronically instead of by hand. This will help save the providers postage costs, and reduce the amount of printed material we share with providers at home visits.

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Executive & Finance Committee**  
**Meeting Minutes**  
**THURSDAY, APRIL 13, 2023**

**ATTENDANCE**

**Committee Members Present:** Jade Rutledge, Board Chair; Shelaswau Crier, Board Vice-Chair; Kevin Karvandi, Secretary; Helen Honey, Board Member; and Steve McCoid, Board Member

**Absent:** None

**Staff:** Jimmy Jones, Executive Director; Kaolee Hoyle, Chief Financial Officer; Ashley Hamilton, Chief Program Officer: Housing and Homeless Services; Eva Pignotti: Chief Program Officer: Early Education and Childcare; Rogelio Cortes, Chief Program Officer: Weatherization and Energy Services; and Jade Wilson, Executive Assistant

**The meeting of the Executive & Finance Committee started at 5:36pm. It was determined that a quorum was present.**

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

- a. Navigation Center** –We are currently in the middle of hiring 30 positions for the Navigation Center that is set to open in May. The facility is bought and paid for by the City of Salem but MWVCAA will be responsible for the operations. This is the first facility of its kind in Salem. Program evaluations will be conducted regularly to test effectiveness of this transitional housing model. The open house for the Navigation Center is scheduled for Monday, April 24<sup>th</sup> at 8am.
  - b. Hiring** – We are looking to begin hiring soon for the ARCHES Lodge. 26 positions are needed to support operations at full capacity. The agency as of Friday, last week, had 36 open positions agency-wide. There was further discussion on the struggles around hiring and possible solutions.
- 2. Head Start Slot Reduction** – Eva Pignotti, CPO: Early Education and Child Care, shared that the Office of Head Start has invited programs to submit requests for slot reductions based on several factors that are occurring nationally. Our Head Start Program has struggled with filling funded slots and hiring/retaining sufficient qualified staff. The concept of this slot reduction opportunity is to obtain approval to reduce the number of funded slots, but keep the funding amount the same. This would allow more funding to be available for staff pay, which would help with the hiring and retention issues. There was a meeting earlier this month between Head Start Staff and Jade Rutledge, Board Chair, to discuss the programs plan for requesting the slot reduction. There will be a virtual meeting on April 20, 2023 between staff, our board and the Office of Head Start to discuss this plan as well.
- a. Parent Complaint** – There was discussion involving a parent complaint about a teacher assistant's conduct within the classroom between that parent's child and the teacher

assistant. Eva discussed further details about the program's investigation into the matter. Meetings have been scheduled to discuss the complaint with staff and the parent.

3. **MWCAA Financial Statements 2022** - Kaolee provided the 2022 Financial Statements (single audit) for review. There were no findings on this audit and it will be presented at the April Full Board Meeting for review and potential approval.
  4. **Financials** – Kaolee Hoyle, CFO, presented the February 2023 Budget to Actual. Kaolee mentioned HYS is still expecting funds for the purchase of the Youth Shelter in Monmouth, so it appears they are underspent. She also shared that our Weatherization program is still waiting on reimbursement from NW Natural, which is why their actual revenue is less than expected. This reimbursement is not distributed equally over the year, which is why it appears under. CRP is still underspent on projects as well, as many projects have not started as of the end of February. The Energy Assistance program appears over budget due to the colder weather. This will level out as the weather warms up in the coming weeks.
  5. **April 2023 Full Board Meeting Draft** – No changes were made at this time.
- MOTION:** To approve the April 2023 Full Board Meeting Agenda made by Kevin Karvandi;  
**SECOND:** Helen Honey.  
**APPROVED:** Unanimously approved
6. **Credit Card Expenditure Review** – Due to time constraints, Helen Honey, Board Member, offered to review the December 2022 and January 2023 Credit Card Expenditures on a later date.
  7. **Tour of the Navigation Center** – Ashley Hamilton, CPO: Housing and Homeless Services, provided board members and staff present at the meeting with a tour of the new Navigation Center that will be opening in May 2023.

**Meeting adjourned at 7:15pm.**

Respectfully Submitted:

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Jade Wilson, Executive Assistant

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Kevin Karvandi, Board Secretary

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Resignation: MWVCAA Board of Directors

533 Edwards Rd South  
Monmouth, Oregon, 97361

April 21, 2023

Mid-Willamette Valley Community Action Agency, Board of Directors  
c/o Jimmy Jones  
2475 Center St NE  
Salem, OR 97301

To my fellow Board of Directors,

With excitement and a touch of sadness, I submit my resignation from the board of the Mid-Willamette Valley Community Action Agency, effective immediately. I have accepted the position of Associate Director of HOME Youth Services, one of the programs within MWVCAA, which requires that I step down from my position on the board.

I am proud to have served on the board of MWVCAA and been a part of an organization that makes a difference in the lives of so many in our community. Working alongside such a dedicated group of individuals committed to the agency's mission and goals has been an honor.

The support and guidance board members and staff provided during my time here have been invaluable. I have learned a great deal from each of you and am grateful for the opportunity to be a part of such a dynamic and passionate team. As I transition to my new role as Associate Director of HOME Youth Services, I am eager to continue working with MWVCAA to further the agency's mission of empowering people to change their lives and exit poverty, and to help empower youth in our community to reach their full potential.

Thank you again for the chance to serve on the board of MWVCAA. I wish the organization continued success in its mission and look forward to the opportunity to continue our work together in my new role.

Sincerely yours,



Christopher Lopez  
City Councilor, Monmouth