



## **January 2025 Meeting Board of Directors**

**Thursday, January 23, 2025**

### **LOCATION:**

**Bentley's Grill  
291 Liberty Street SE  
Salem, Oregon 97301**

### **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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# Board of Directors Agenda

**Date:** Thursday, January 23, 2025

**Time:** 5:30 pm

**Location:**

Bentley's Grill

291 Liberty Street SE Salem, Oregon 97301

**Virtual:**

No virtual option available for this meeting



## Mission

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

## Vision

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

### **I. Welcome and Introductions**

### **II. Public Comment**

### **III. Declaration of Conflict of Interest**

### **IV. Approval of Agenda**

### **V. Consent Calendar**

1. November 2024 Full Board Meeting Minutes
2. December 2024 Program Committee Meeting Minutes
3. December 2024 Membership Committee Meeting Minutes
4. December 2024 Executive & Finance Committee Meeting Minutes
5. December 2024 Full Board Special Meeting Minutes
6. January 2025 Executive & Finance Committee Meeting Minutes
7. January 2025 Program Committee Meeting Minutes
8. January 2025 Executive Director's Summary and Reports
9. January 2025 Chief Officer Reports
10. January 2025 Program Director Reports
11. Board Member Resignation – Laura Reid
12. Board Member Resignation – Jeremy Gordon

### **VI. Board Business**

1. Board Member Addition: Cathy Clark – *Approval*
2. Board Member Addition: Carlos Barrientos – *Approval*
3. Board Member Helen Honey Election to New Term – *Approval*
4. Board Member Steve McCoid Election to New Term – *Approval*
5. Procedure for Electing Officer Positions – *Approval*
6. Election of Board Officers
7. Financials (Brown) – *Approval*
8. Executive Director's Report (Jones) – *Presentation*
9. Resolution of Authority (Hamilton) – *Presentation/Approval*
10. CCB License change of Corporate Officers (Hamilton/Cortes) – *Presentation/Approval*

### **VII. Adjournment**

**Next Board Meeting:** Thursday February 27, 2025

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Meeting**  
**November 21, 2024**  
**MEETING MINUTES**

**ATTENDANCE:**

**Board of Directors:**

**Present:**

Catherine Trottman	Helen Honey	Steve McCoid	Jade Rutledge
Kevin Karvandi	Laura Reid	Deanna Gwyn	Eunice Kim
Rudy Vigil			

**Absent:**

Lori Martz	Frank Lonergan	Erika Romine	Jeremy Gordon
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**Others Present:**

**Program Directors/Staff/Guests:**

Jimmy Jones, Executive Director  
Ashley Hamilton, Deputy Executive Director  
Robert Hale, Chief Information Officer  
Helana Haytas, Chief Human Resources Officer  
Kaolee Hoyle, Chief Financial Officer  
Rogelio Cortes, Chief Program Officer: Weatherization and Energy Services  
Marie Jennings, Development Director  
Shelaswau Crier, Director of Strategic Partnerships  
Rw Taylor, Agency Consultant  
Jenna Sanders, CCR&R Program Director  
Hector Guzman, Weatherization Program Director  
Liz Salinas, Head Start Program Director  
Sara Webb, ARCHES Program Director - Sheltering  
Carmen Romero, Nutrition First Program Director  
Stacey Eli, Head Start Associate Program Director  
Sarah Herd, Executive Assistant  
Tina Kotek, Governor of the State of Oregon  
Aimee Wilson, First Lady of the State of Oregon

**The meeting of the Board of Directors was called to order at 5:30 pm by Board Chair Catherine Trottman. It was determined that a quorum was present.**

**I. Welcome**

Board Chair Catherine Trottman welcomed everyone.

**II. Declaration of Conflict of Interest**

None were made.

**III. Approval of Agenda**

Removed the Executive Session from the Agenda.

**MOTION:** To approve agenda with the above change made by Jade Rutledge,

**SECOND:** Helen Honey

**APPROVED:** Unanimously approved

**IV. Consent Calendar**

- 1. October 2024 Full Board Meeting Minutes**  
No discussions or concerns were raised
- 2. November 2024 Executive Director Report**  
No discussions or concerns were raised
- 3. November 2024 Regional Poverty AND/OR Legislative Report**  
No discussions or concerns were raised
- 4. November 2024 Chief Financial Officer Report**  
No discussions or concerns were raised
- 5. November 2024 Chief Human Resources Officer Report**  
No discussions or concerns were raised
- 6. November 2024 Program Director Reports**  
No discussions or concerns were raised
- 7. November 2024 Program Committee Meeting Minutes**  
No discussions or concerns were raised
- 8. November 2024 Ad-Hoc Membership Committee Meeting Minutes**  
No discussions or concerns were raised
- 9. 2025 Proposed Meeting Dates**  
No discussions or concerns were raised
- 10. November 2024 MWVCAA Newsletter**  
No discussions or concerns were raised

**MOTION:** To approve the consent calendar made by Helen Honey,

**SECOND:** Jade Rutledge

**APPROVED:** Unanimously approved

**V. Introductions and Public Comment**

Board Chair Catherine Trottman requested everyone introduce themselves and how long they have been involved in the agency. Governor Kotek and First Lady Aimee Wilson expressed their pleasure at being invited to our meeting. Governor Kotek recognized that MWVCAA accomplished a lot in the past five to six years and that we have a lot of work left to do. She sees the great work we are doing and that people still need help and is glad we are here to be of service.

**VI. Board Business**

**1. Executive Director's Report – Jones**

- i. Jimmy gave an overview of our agency's history and the history of Community Action Agency's nationally. Self Sufficiency is at the core of our work. We are mission driven and client centered. Sometimes the hardest part of what we do is advocating for and educating our community on what we do.
- ii. Then provided a summary of our different programs.
  1. We are one of only three sponsors for Nutrition First in Oregon.
    - a. Through this program we support 11 counties in Oregon.
  2. We have a new apprenticeship program through BOLI in our Childcare Resource and Referral program. Currently only operate in Marion, Polk and Yamhill counties, but are looking for funding so we can offer this apprenticeship program in other counties.
  3. Our CARS program has applied for the new pilot 360 program which would further link our re-entry services with housing services.
  4. ARCHES
    - a. Our Day Center was purchased in 2017 and opened with full capacity in 2020 after renovations. We provide numerous services at

this location and have helped over 2000 individuals this last fiscal year.

- i. Outreach services are done five days a week, we provide supplies and try to connect people to housing and sheltering. Also has a mobile shower cart.
  - ii. Warming shelters are low barrier, co-ed and pet friendly
  - b. We have 2 turnkey properties. We have served 440 people and have had 115 exits into permanent housing.
    - i. It was noted that the number of people served includes those that are in shelter+ who were medically cleared to return to where they were before. The goal of these placements is medical recover and not finding permanent housing.
  - c. Our Navigation Center is housing focused and clients are dual enrolled upon entry into our housing program as well. Our percentage of exits to housing is higher than the national average.
  - d. There are 3 apartment buildings that are owned by the Salem Housing Authority but we operate the supportive services.
5. Other projects in the works
- a. Bezos day one grant – 2023. With the funds we received we are working on:
    - i. A family shelter
    - ii. Transitional housing for families
    - iii. Expanding the services, we can offer in rural areas
  - b. Utilizing HRSN Medicaid billing, to better serve our clients.
6. Governor Kotek asked what our biggest challenges are. Jimmy expressed that our evolving population and the need levels/complexities of needs are growing and not just in the homeless population. Staffing is also a challenge, trying to make sure that our staff aren't needing the services we offer.

## **2. Financials – Hoyle**

- i. Kaolee presented the Statement of Financial Position for September 2024 and briefly explained some of the items.
- ii. Also presented the Actual to Budget. Currently we are at 21% revenue, we had expected to be at 25% by this point. Things should normalize out over the year. Our Revenue over/under is \$535,000; of that is \$105,000 admin expenses we can't bill grants due to their requirements.
  1. We will find unrestricted funds to cover these expenses. In the future we are hoping to use the HRSN admin funds to help. In addition, switching to a de Minimus system will allow us to change how we are billing admin costs.
  2. It was also noted that admin costs are not just staff expenses, we had higher software and legal expenses than we expected which falls into the admin category.

**MOTION:** To approve the presented financials by Helen Honey

**SECOND:** Steve McCoid

**APPROVED:** Unanimously approved

## **3. Head Start Federal Continuation Grant - Salinas**

- i. This is for the Federal funding portion of our Head Start program. It covers 40% of the Head Start funding and 80% of the funding for Early Head Start and Childcare Resource and Referral Programs.

- ii. This grant is on a 5-year cycle, and this is the second year, so it is not a new grant just a continuation from last year.

**MOTION:** To approve the Head Start Federal Continuation Grant application by Steve McCoid

**SECOND:** Jade Rutledge

**APPROVED:** Unanimously approved

#### **4. Warming Shelter Plans**

- i. Due to time constraints this item was tabled for a future meeting.

#### **5. Strategic Planning Update – Hamilton**

- i. No board action necessary tonight. Want to make sure that everyone is on board with the four focus groups that Uncommon Bridges is recommending. These work groups will help us focus our big dreams into actionable items.
- ii. Went over the changes proposed to our Vision and Mission Statement, and to our agency Values. As well as adding an Intended Impact statement.
- iii. The strategic priorities or the four key areas of our strategic plan are:
  - 1. Financial Stability
  - 2. Organizational Structure and Leadership
  - 3. Community Impact
  - 4. Workforce Investments
    - a. Is the DEI Focus they propose mainly for our workforce or does it include the clients we serve? It could be included under the community impact umbrella.
- iv. Next Steps –
  - 1. Need consensus that we want to move forward on the priorities they have proposed as work groups are planned for December.
    - a. Do the priorities they have proposed accomplish what we have asked them to?
      - i. Board agreed that they are broad enough to cover any items that might have been missed or might be brought to light during the work groups.
    - b. Should DEIJ be added as a fifth value, more and more companies are removing the DEI focus of their companies and public conversations and we want to make sure we are explicitly addressing it. Also discussed exploring the orle of an Equity Commitment statement and how that relays to our DEI Committee Charter.

#### **VII. Adjournment**

**The Board of Directors meeting was adjourned at 7:38 pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary

## Executive Summary

### MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

January 2025

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**Mid-Willamette Valley Community Action Agency** is one of 18 **Community Action Agencies** in Oregon. Community Action grew out of the Civil Rights Movement and the War on Poverty in the 1960s. It was based on the simple idea that people in poverty (and people working with folks in poverty) knew best how to serve the low-income community. MWVCAA primarily serves Marion and Polk counties, but it also serves Yamhill County in CCR&R and eleven total counties in Nutrition First. The Agency was founded in 1969. It employs 570 people in eight human services programs and provides more than \$77 million in resources and services to more than 60,000 Oregonians in poverty each year. Nationally, the Community Action movement includes more than 1,000 agencies, shepherding more than \$5.6 billion in public and private resources annually, serving 9.5 million low-income persons. Among the services they typically offer include Head Start, SNAP and WIC programs, substance abuse education, employment programs, college counseling, food banks, child care, adult education, job training, financial literacy, housing and sheltering, homeless drop-in centers, utility deposits and eviction prevention, transitional housing, medical/legal help, meals programs, senior programs, medical transport, nutrition education, parent education, health clinics, weatherization for private homes, home ownership programs, and low-income housing. MWVCAA is the largest community action agency in Oregon and among the largest in America.

Community Action Agencies have three fundamental obligations in the community:

- To provide services to the low-income community, using a whole community, holistic approach with wrap-around services.
- Organizing the *entire community's* efforts and resources to fight poverty.
- Advocating for the needs of those in poverty.

The Agency's **Mission** is "empowering people to change their lives and exit poverty by providing vital services and community leadership." Our **Vision** is that "all people are respected for their infinite worth and are supported to envision and reach a positive future."

MWVCAA is divided into three programmatic divisions:

- **Early Learning and Child Care** includes Head Start, Early Head Start, Child Care Partnerships, Nutrition First, and Child Care Resource and Referral. The Head Start programs have 510 Head Start slots, 130 Early Head Start slots, and 84 CCP slots (724 total). Nutrition First provides meal reimbursements for more than 500 family-based child care providers. CCR&R provides training and technical assistance to 230 family-based childcare providers in



Marion, Polk, and Yamhill.

- **Energy and Weatherization**, including the Energy and Weatherization programs. Energy provides federal and state financial support to low-income community members who need help with their utility bills. Weatherization is a federal program chartered in 1976 to help low-income families reduce energy consumption and costs. The program performs energy audits on homes and then uses contractors to make repairs. Both programs are chartered and regulated at the federal level and are exclusive to Community Action Agencies.
- **Housing and Homeless Services** include the ARCHES Project (aka the Community Resource Program), HOME Youth, and the CARS (Community Action Re-Entry Services) programs. HOME Youth (HYS) houses, shelters, and provides daytime resource services to vulnerable runaway and homeless youth. HYS operates two overnight shelters for runaway and homeless youth (David's House and Taylor's House), which are the only RHY shelters in Marion-Polk. ARCHES is the adult homeless and community supportive services program that provides housing, sheltering, emergency, day services, and veterans services, including the operation of 300+ overnight shelter beds (Navigation Center, ARCHES Lodge, ARCHES Inn, etc). CARS provides navigation and educational services to those exiting incarceration in Marion and Polk.

**January 2025 Board Meeting:** This month we will:

- Add two new Board Members, **Mayor Cathy Clark** and **Councilor Carlos Barrientos**.
- Renew the terms of two current Board Members, **Directors Steve McCoid** and **Helen Honey**.
- Elect Officers for 2025.
- Receive an update on Strategic Planning.

**Recent Highlights (December and January Reports), MWVCAA:**

- Held the groundbreaking for the new 120-unit **Gussie Belle Commons**.
- Prepare to open the **ARCHES Nest**, a new 36-bed family shelter.
- Provided energy assistance to 2,551 households in Quarter 1 of federal FY25.
- Completed six audits, nine final inspections, and 128 jobs YTD in **Weatherization**.
- Served over 20,000 meals in **Head Start** in November and December.
- Selected programs in Yamhill County to create 200 new childcare slots.
- Provided 4,997 training hours to 2,125 attendees in **CCR&R** (July-Sept 2024).
- Provided meal reimbursements to 502 family-based childcares in December.
- Provided 6,660 service transactions to 141 average daily users in the **Day Center**.
- Fed 12,447 meals to the homeless population at the Day Center (Nov and Dec).
- Provided 19,032 client transactions in November in our sheltering programs.
- Provided 18,780 client transactions in December in our sheltering programs.
- Served 16 youth in October at **Taylor's House**, and 389 bed nights in Nov/Dec.
- Housed 25 new homeless households in November (32 adults, 18 children).
- Housed another 18 new homeless households in December (23 adults, 30 children).
- Paid \$510,191.67 in total rental assistance in Quarter 2, inclusive of 435 rent months.
- Prevented 74 evictions in November, inclusive of 108 adults and 115 children.
- Prevented 86 evictions in December, inclusive of 127 adults and 148 children.

- Paid \$604,652.08 in eviction prevention supports in Quarter 2, inclusive of 449 total months.
- Served 122 PSH households in November, with 1,463 engagements with residents.
- Served 122 households in December, with 1,758 engagements.
- Served 136 PSH residents in Quarter 2 at **Redwood**, **Sequoia**, and **Yaquina**.

**So what do we do?** We house. We shelter. We feed. We give people a place to take a shower and do their laundry. We prevent the spread of disease. And sometimes, we provide life-saving measures. We talk to people who are suffering and in need. We work with them to access employment and medical treatment. We help them access mainstream benefits (Social Security, SNAP, and Medicaid). We keep folks warm, safe, and dry. We are there when there is snow on the ground, when the water is high, in blistering hot weather, and through wildfires and ice storms, we fill a gap in Salem that no one else can. We keep the lights on and the heat running. We give runaway and homeless youth, children really, a safe place to sleep. We prevent the victimization of youth and adults who have no family and no protection outside. We offer the sick a safe space to recover when they exit the hospital. We repair their homes and drive down utility bills. We help reintegrate formerly incarcerated persons back into the community. We teach children and help family childcare businesses stay open.

In short, we help people. We help them without condition. We help them when no one else will. We help all the people, not just one group, with one need, or one concern.

This is what we all do together, from the Board down to our Head Start Teachers and Shelter Workers. We do the hard work that no one else does—to defend people with too few allies and advocates, and we do so in the service of people in desperate need.

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

January 2025

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Welcome to 2025! We are 25 percent of the way through the 21<sup>st</sup> Century. So much is going on with the Agency. We are teaching children, keeping the lights on for people in need, and housing and sheltering more people than ever before. The need in the community, too, has reached an all-time high, as the impact of inflation, rental increases, the cost of food, the decline of federal mainstream resources, and homelessness have coalesced into the greatest poverty challenge in Oregon (and America) since the 1960s. We are making progress, however, and I feel like great things are ahead of us in 2025.

As always, 10,000 miracles happen here every week. I will not spend too much time on everything going well, but I will report items that you need to know, along with matters where we need support and direction. Since we did not have a board meeting in December, logic suggests I should have a 20-page board report. But in the interests of brevity, I have limited it to 12 pages.

**Finance:**

**Kaolee Hoyle**, who had been our Chief Financial Officer, has left the Agency after working with us in various roles since 2017, including the last five years as CFO. **Nicole Brown**, Consulting/Acting Chief Financial Officer, has joined us from **NowCFO**. She will handle the audit requests from **RedW** (the successor Agency to **Grove, Mueller, & Swank**) this spring. Nicole and Deputy Executive Director **Ashley Hamilton** will manage Finance until a new Chief Financial Officer is hired this spring. That search is underway.

**Audit Update:**

There will be three major programs audited this year. **Continuum of Care (HUD), Weatherization Assistance (LIHEAP)**, and the **Veterans Administration (VA)** programs. The HUD programs and LIHEAP have not been audited in the past two years and are therefore automatically required to be included. **RedW** audits 20 percent of our funds, which is the requirement for a low-risk auditee. At this point, we are just answering questions as they ask them. We are both on time and on track to finish well ahead of the 31 March deadline. We have been finding free since FY 2019 and on-time since FY 2018.

## January Board Meeting:

The January Board meeting is always our busiest meeting of the year, complete with the election of new officers. In addition to those elections, we will consider:

- 1.) A new term for Board Member **Helen Honey**.
- 2.) A new term for Board Member **Steve McCoid**.
- 3.) The addition of Keizer **Mayor Cathy Clark** to the MWVCAA Board of Directors.
- 4.) The addition of Dallas City **Councilor Carlos Barrientos** to the MWVCAA Board of Directors.

We will also accept the resignation of **Polk County Commissioner Jeremy Gordon** and **Keizer City Councilor Laura Reid**. Councilor Reid's term has expired in Keizer, and she has left the Council. Commissioner Gordon is also the chair of the **Mid-Willamette Valley Homeless Alliance**, a role which is creating conflicts that are difficult to avoid. He thought it best for both organizations if he left the MWVCAA board. He will continue to advocate for our work and our clients.

The meeting will be held at **Bentley's**, at the **Grand Hotel** in Salem. And thinking of those elections, we have put together some process considerations for the Committee around that election. We will discuss those at the meeting on Thursday.

## ARCHES Land Reacquisition:

The **Salem City Council** has directed the City Manager to move forward with the resale of the land to the Agency. I have a draft of a PSA from the City of Salem, which I am having the attorney review. Once executed, **Umpqua Bank** will order the appraisal. Given the land value, they have agreed to write the note without a down payment, typically 30 percent of the purchase price in commercial real estate transactions. I thought this might be done in time for the January Board Meeting. If the attorney is comfortable with the final draft, which I may receive by Friday, I may seek to amend the January agenda to include it for action at the board meeting. February is more likely.

This matter became more pressing last year, when various figures in Salem wanted to push the ARCHES Day Center out of the downtown, in light of the new front street development. That development, also known as the **Cannery Project**, is reaching an inflection point in the coming weeks, and there's a reasonable chance that it may not happen at all.<sup>1</sup> That said, I think it is in our best interest to secure the property now. Both the **City of Salem** and our Agency are in a very different position than we were four years ago, when we sold them the land. The property is under a restrictive covenant and must be operated as a homeless day center through 2037. And the archeological at the site is significant, making redevelopment unlikely if not impossible. A

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<sup>1</sup> <https://www.salemreporter.com/2024/10/14/cannery-redevelopment-project-gets-green-light-from-city/>

better political landscape would see the regional elected officials recognize the critical importance of this work, and not do harm to a community nonprofit bringing millions in regional, state, and national resources to the community. This is not that moment. Given the gravity of the homeless question across Oregon, the increasing efforts at criminalization and displacement/driving strategies in play, and the enormous public pressures on elected leadership is under here in 2025, we serve the interests of the homeless community best by having complete site control over the property.

### **HOME Youth Investigations:**

The two investigations we discussed late last year have been completed and closed with no findings against the Agency. Both results were expected, but both we and the state have a public obligation to protect youth and create transparency around the work. The need levels among the youth remain high, so we must be vigilant in service provision.

### **Weatherization and Energy Building:**

Our quest to find a permanent home for the **Energy** and **Weatherization** programs is now pushing into its second year. We have moved off the Pence Loop property and found another. The building to the right is the current **Oregon Institute of Technology** building at 4700 Silverton Road in Salem.<sup>2</sup> It has suitable internal spaces, a nice parking lot, and room for additional growth.



After initial interest in entertaining a contract sale, the owners decided they just wanted to be cashed out. They're countering our offer. I have not seen the counter yet, but we will review the terms and recommend any appropriate action to the Board.

The property includes 1.58 of land (in Marion County) located outside the City of Salem limits but within the urban growth boundary. The main building is 13,104 square feet. The price is looking to be about \$2.2MM. The property is in great shape, with little need for any significant renovation.

### **Head Start Reporting:**

We have had several issues of concern in the past six months. Child behaviors are elevated, to be sure, and maintaining classrooms has been difficult, both nationally and in Oregon. We had a child missed in a regular count returning to the classroom at Middle Grove. We had a licensing finding there, that required posting, but no impact to our SPARK rating (retained 5-star) and no

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<sup>2</sup> OIT is moving.

federal significant deficiency finding. We had one teacher down in Jefferson that used a hands-on technique during a child transfer on two occasions. We had the same licensing finding there, but no response from the federal **Department of Health and Human Services** on any additional actions (yet). We had a third child that was left on the bus during a transfer for four minutes, which we reported to the state. Action there is pending. These kinds of matters are increasingly typical in Oregon and across the country in the aftermath of the pandemic, when we have high needs children that demand a great deal of attention. And they have been an issue from Portland to Memphis to Virginia. We are reevaluating our staffing, oversight, support, and management strategies, and doubling down on training in the new year.

**Strategic Planning:**

The process is going well. **Uncommon Bridges** completed the most recent round of core team meetings and the strategic planning summit (retreat). They will return to work for more Core Team meetings on January 23<sup>rd</sup>. I am pleased with their general progress. We are also closer to the end of this process than we realize. Here is what remains:

Core Team	Special Mtg	Conference Rm	3:30-5 pm	January	23	Thursday
Board	Board Mtg	Conference Rm	5:30 - 7 pm	February	27	Thursday
Work Group	Group	Conference Rm	1 pm - 4:30 pm	March	12	Wednesday
Work Group	Group	Conference Rm	10 am, 1-4:30 pm	March	13	Thursday
Core Team	Special Mtg	Conference Rm	3:30-5pm	April	24	Thursday
Board	Board Mtg	Conference Rm	5:30 - 7 pm	April	24	Thursday
Board	Board Mtg	Conference Rm	5:30 - 7 pm	June	26	Thursday

**Legislative Session:**

I have provided a legislative report as another item in the Board packet. Right now, we are in a strong position.

- **On the housing side:** We have preserved our **EHA/SHAP** grant and have laid the groundwork for becoming the regional single unified funding entity for the next five years. Our policy work has changed the conversation in Oregon, and the contributions on everything from Medicaid waivers to hospital discharge to low-barrier sheltering policies will redefine the work for the next generation. We are aligning our service work with potential affordable housing opportunities and bringing hundreds of new beds to Salem and beyond.
- **On the early learning side:** We have protected the budget investments of the **Brown** administration in early child care and helped push the needle of the **Kotek** policy changes,

including the expansion of **ERDC**. Even given a tight budget cycle, we are in a strong position to keep our early learning funding protected, even if the federal government decides to back away from Head Start.

So where are the weaknesses, perhaps not with us, but statewide?

- **Food:** The state's food banking situation is abysmal, and there is little hope for additional state subsidies. As of last month, the CAA in eastern Oregon (**CAPECO**) has \$350,000 in debt in their food bank operations alone (they are 1/10th our size) because they are self-financing the community needs while the state disregards hunger.
- **Insurance and Operational Supports for Housing Providers:** Generally, I am talking about **Public Housing Authorities** and **Affordable Housing Developers**, who are running on razor-thin margins amid a climate of escalating costs. Everyone is hurting, from **Salem Housing Authority** to Portland area affordable housing organizations.<sup>3</sup> Preservation of currently existing stock, therefore, is not likely to keep pace with the aging out of certain affordability protections and thus kneecapping future development.
- **Stagnant Energy Funding:** We have seen massive increases in energy costs across Oregon over the past five years. There has been little to no appetite to expand funding to support low-income household energy costs, which in TURN means the inflationary effects on the households jeopardize their ability to stay housed.
- **Homeless Prevention:** After spending five years investing \$1.4 billion in state and federal aid in what essentially is a landlord subsidy program, the legislature has lost all appetite for funding prevention work. Legislators want to move on to other issues. But the eviction rates are rising again just before the session begins, along with unsheltered homeless numbers.<sup>4</sup>
- **PERS-generated K-12 crisis in funding:** This situation grows worse by the day. Governor Kotek's recent commitment to expanding the K-12 budget matters little because the mandatory PERS costs have already eaten up the increases.
- **Nonprofit Backbones are both Thriving and in Jeopardy:** We have discussed what will happen to the nonprofit community in 2025-2027, with declining resources and elevated costs. I had assumed this would lead to necessary mergers, consolidation, and integration. However, while it first seemed evident that those consolidation forces would manifest

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<sup>3</sup> <https://www.oregonlive.com/business/2024/09/oregon-affordable-housing-landlords-filed-thousands-of-evictions-in-recent-years-study-finds.html>

<sup>4</sup> <https://katu.com/news/local/rural-oregon-sees-spike-in-unsheltered-homelessness#>

within the **Community Action Agency** network, I now think we are more likely to see 19th-century-style horizontal integration instead of vertical integration. By that, I mean you may see CAAs merge with federally qualified health centers, public housing authorities, community development organizations, affordable housing nonprofits, etc. Statewide, the Governor's decision to separate anti-poverty funding from homeless funding will create a fundamental choice set that no CAA can escape. We are well down the path to bifurcating the work of serving people experiencing homelessness from the work of combatting poverty. The former has high dollar but possibly unstable funding; the latter has low but more consistent funding. Community Action Agencies in Oregon now must choose whether to be a homeless services agency, an anti-poverty agency, or both. All approaches will work, but whatever you prefer, you must vigorously lean into the work: the days of passively receiving and spending money with no accountability because nobody cared and nobody was watching are so over.

### Quick Notes:

- We celebrated the groundbreaking of the **Gussie Belle Brown Apartments** on January 9<sup>th</sup>.<sup>5</sup> That project was three years in the making and required about five minor miracles to see it through to groundbreaking. We will be adding 120 affordable units to North Salem, and our Agency has a housing preference for 25 of them. A second phase will follow with at least an additional 60 units. **Green Light Development** is also building a childcare center for MWVCAA and **Seed of Faith**, where we will offer a Head Start classroom. The developers are also providing us with \$30,000 a year as a stipend, through the life of our contract.



- We are opening the **ARCHES Nest** on January 24<sup>th</sup>. That project (also a year in the making) is a family shelter located on the site of the old **Tanner Project** at 2933 Center Street. In Oregon, 56 percent of our homeless families are unsheltered. The Nest is a welcome addition to our shelter stock here in Salem.<sup>6</sup>

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<sup>5</sup> <https://www.salemreporter.com/2024/12/11/affordable-development-in-ne-salem-gets-24-million-state-backed-loan/>

<sup>6</sup> <https://www.salemreporter.com/2025/01/08/new-salem-shelter-to-offer-beds-resources-to-homeless-families/>





- We have submitted several capital funding requests ahead of the 2025 session, inclusive of funds for full commercial kitchen at the **ARCHES Inn** and some additional renovation funds for **Weatherization** and **Head Start**. We are also requesting funds for a replacement modular for **Head Start** in Woodburn, and for the acquisition of land in Falls City in alignment with the RV project that we have discussed there for some years.
- **HOME Youth: David's House** in Monmouth was awarded its provisional license when it opened. ODHS essentially gives you a starter license and checks for full compliance later down the road. This week, we were awarded the full license after the ODHS inspection team completed their follow-on visit.
- **Emergency Order 25-01:** The Governor extended her **Emergency Order** (first issued in 2023) concerning homelessness. It gives the Governor's Office administrative flexibility to move money as they choose, how they choose, and on faster timelines. In the EO announcement, the work of the shelter work group that I helped lead was cited. Specifically, she plans to introduce an ongoing shelter program in the 2025 Legislative Session for the 2025-2027 biennium, which will, at heart, replace the **SHAP (State Homeless Assistance Program)** funding that CAAs once received. CAAs will still get their

operational funds, of course. She wants to build her own statewide shelter system, given how decentralized it has been in the past. All of this is going as expected.

- **Legislative Days:** In December, I testified to the **House Interim Committee on Behavioral Health and Health Care** and the **Senate Interim Committee on Health Care**, concerning the recommendations of the recently concluded Joint Task Force on Hospital Discharge Challenges, where I was Chair.<sup>7</sup> The ten recommendations will, in time, reduce the compression of hospital beds and produce better outcomes not only for the system, hospitals and post-acute care entities, but also produce better outcomes for vulnerable and homeless clients generally. We had several nightmare discharge scenarios in recent years, that led to the death of people living in unsheltered conditions. Both here in Salem and in Portland.<sup>8</sup>
- **The National Alliance to End Homelessness**, which is the group that channeled the **Bezos** award to us, has asked me to present at their national conference down in Los Angeles in February. Details in the box below. Additionally, I will attend an invite-only session to a smaller group to meet with **Iain De Jong** on the post-*Grants Pass* future of homeless services. Iain De Jong, is **President & CEO of OrgCode Consulting** and founder of the **Leadership Academy on Ending Homelessness**. He essentially invented the **VI-SPDAT** and his work has been the bedrock of my service philosophy in the homeless field.

**Political Leaders That Get It: Partnering with System Leaders on Dignified Encampment Closures (75-minute workshop session); Part of Navigating Political, Public and Media Challenges and Opportunities.**

Description: Learn from homelessness system and political leaders on how to broker partnerships with political leaders to create a win-win approach to encampments. This session will explore encampment responses that are just, humane, and housing focused.

Our workshop sessions are intended to provide conference participants with a comprehensive and multi-faceted presentation on a concept or topic and will have 2-3 speakers and a moderator. Each speaker will have roughly 15-20 minutes to offer their reflections.

Thursday, February 27, 2025, from 3:45-5:00 p.m.

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<sup>7</sup> <https://tinyurl.com/muyh8jr8>

<sup>8</sup> <https://www.oregonlive.com/health/2024/05/investigation-of-providence-milwaukie-after-patients-death-reveals-inadequate-er-care-for-homeless-people.html>; and <https://www.statesmanjournal.com/story/news/politics/2023/03/29/oregon-hospital-discharge-policy-bill-receives-mixed-support/70029628007/>

Confirmed panelists: **Council Member Nithya Raman** (City of Los Angeles District 4) – bringing local elected official perspective on dignified encampment closures; Jimmy Jones (Mid-Willamette Valley Community Action Agency, Salem, Oregon) statewide system leader and state-level thought partner on the aftermath of Grants Pass.

Potential panelist: **Mari Castaldi** from the **Center on Budget and Policy Priorities** – state and local advocacy perspective from national partner.

- We completed the OHCS fiscal audit in December. They listed one finding (sub-recipient monitoring). This is the cleanest, best fiscal monitoring from OHCS since I started work here in 2016. Typically around the state there are 5-10 required actions in these fiscal monitorings by OHCS.
- I presented to the State of Oregon's **Local Government Advisory Committee for Health and Human Services** on December 12<sup>th</sup>, where I discussed the Agency's housing and sheltering work. Back on November 20<sup>th</sup>, I presented the same material to the **Association of Oregon Counties** conference down in Eugene. On December 10<sup>th</sup>, I presented at **Salem Speaks Up**, a presentation on discrimination in the city hosted by the **Salem Human Rights Commission**. On January 22<sup>nd</sup>, I have been invited to give testimony on the general homeless service environment in Oregon, to the **Senate Committee on Housing and Human Development**. And on February 12<sup>th</sup>, I will be part of an after-documentary panel at the **Grand Theater** on the **Barriers to Bridges** documentary, a study of the homeless condition here in Salem. These commitments are an important part of our advocacy work, on behalf of both the Agency and the clients we serve.

### Grant News:

- We received a \$2,000 gift from **KP Northwest** for ARCHES for our work on housing the homeless.
- The **Veterans Administration** will be increasing our grant per diem rate to \$71.53 per bed night, up from \$68.61.
- In December, we finalized the grant contract (previously announced) with the **Higher Education Coordinating Committee** for the \$500,000 contract for **CARS**.
- **Willamette Health Council** awarded \$100,000 to **CARS** to create staff capacity for Medicaid billing by hiring a community health worker.

- We received \$3,500 from the **Mid-Valley Association of Realtors** for **David's House** in Monmouth (to purchase bikes, helmets, etc., for youth).

### **Regional Coordinator of the new Single Unified Funding Authority:**

The most critical funding issue remains the long-term resolution to a five-year struggle between statewide **Community Action** and **Oregon Housing and Community Services**. I will not repeat half a decade worth of drama here, but suffice it to say this was an existential fight that could have shut down the entire agency. Housing would have been the start, but it would have eventually included **Energy** and **Weatherization** funds. The effort began back in 2019, with OHCS's desire to move off a preferred provider network. It escalated in 2020, and then produced a task force under the previous administration. The new Governor and OHCS did not believe the recommendations were operable, and they wanted their own system.

The crux of the matter was simple. OHCS wanted to defund Community Action, and run the funds on a strictly competitive basis and not through a preferred provider system. **Governor Kotek** wants that dispute resolved, but she wants it resolved on her terms, meaning she wanted all systems to be transparent, accountable, housing-focused, and tied to clear objective performance criteria.

The central fight was around *five funds in two groups*:

1.) **Emergency Housing Account/State Homeless Assistance Program (EHA/SHAP)**, which has historically only been awarded to Community Action Agencies. These are non-competitive, highly flexible funds that serve as the basis of our entire housing operation. Losing them would likely be survivable for us, but for Community Action statewide it would likely close at least 1/3<sup>rd</sup> of the agencies. This fund will survive. (Budgeted at \$43M for 2025-2027, up \$3M).

2.) The Governor's new housing and sheltering funds, inclusive of four specific funding systems (many of which CAA's run in part, but are not the exclusive province of CAA's).

- **Long-Term Rental Assistance Program** (previously homeless clients continued supports).
- The **Re-Housing Oregon Program** (new homeless clients housed) budgeted at \$293.4M for 2025-2027.
- The **State Sheltering Program** funds (funds to support current shelter operations), budgeted at \$217.9M.
- And the **Oregon Diversion Assistance Prevention** program (rental assistance for currently housed folks), budgeted at \$173.2M (to prevent 20,000 evictions).

Late last summer, after a series of conversations between the Governor's Office and House Housing Chair **Rep. Pam Marsh**, which I was involved in, the Governor announced a work group to settle the distribution systems on these funds. I crafted a compromise system with OHCS that the Work Group endorsed. Those recommendations, which will take shape in a House bill this spring, include the following agreements:

- EHA/SHAP/CSBG and other traditional anti-poverty funds will remain with CAAs.
- The other funding systems will be distributed by regional competition in the spring of 2025.

You will see a description of that regional funding model in the work group attachment at the end of this report. These specific recommendations were designed to protect two priorities.

1.) That the best interests of the homeless community and their needs are protected from criminalization efforts.

2.) And that our Agency and Board will have the most control over those funding streams to protect our work, methods, clients, and activities going forward.

**What's Next?** In the spring, OHCS will send out a request for proposals. They will then award an entity as the regional coordinator for a new five-year **Single Unified Funding Authority (SUFA)**. The SUFA will make regional funding decisions on the three non-CAA funds above, including sheltering and housing. Our choice set will be to apply, or not to apply. The workgroup has done our best to protect those funds from illiberal efforts to divert them to law enforcement activities, and practices that are not in alignment with harm reduction, housing first, and research-based, objective best practices.

If you look on Page 12 of the work group's final report (attached), you will find that prospective entities have to express and demonstrate a commitment to the state's housing and sheltering values. Page 13, outlines those requirements. Interested parties must:

- 1.) Operate low-barrier systems;
- 2.) Honor anti-racist client and employment practices;
- 3.) Use Harm Reduction models
- 4.) Prioritize funding for the region's existing shelter beds;
- 5.) Practice housing-focused shelter systems;
- 6.) Support culturally specific providers;
- 7.) Favor 24/7 shelter models with housing-focused programming;
- 8.) Integrate and support systems for Tribal sovereignty;
- 9.) Use low-barrier priorities for any new shelter beds;

- 10.) Fund shelters that use Housing First practices, inclusive of client choice, evidenced based practices, immediate access to housing, harm reduction recovery, and emphasize client choice over punishment and shame;
- 11.) Funds cannot be used for policing activities.

This new distribution system for the Governor’s funds will create a significant strategic choice for the Agency in the spring. Essentially, it will give us the opportunity to apply for the direct control of these additional system funds coming into our community. There will certainly be other applicants for this role, but I believe we are in the strongest position moving forward, given our history, our work, our current budget and capacity, and our broader community, regional, state, and national support. As for that choice, the pros and cons follow below.

Pros	Cons
Agency and Board controls our sheltering and housing funding.	Another entity controls our sheltering and housing funding.
Agency and Board controls our service design decisions.	Another entity controls our service and design decisions, and we might have to change our models to continue funding.
Agency and Board selects other funded partners in the region.	Unlikely to secure our full need.
Budget Impact \$50-80MM per year.	Capacity expansion necessary.

As for **EHA/SHAP**, the Governor’s Office has asked us to consider changing the name on the funds, to disconnect it with housing and homeless services and turn it into (more broadly) an anti-poverty fund. Essentially this reframing would create a dollar-to-dollar state **Oregon Community Services Block Grant (OCSBG)**, and place it in statute, which would be a victory for us. The CAA’s who want to be involved in the homeless response systems, therefore, can do so. Those who do not will have the state CSBG fund. The network is likely going to support this plan. That said, disconnecting the CAA state network from homeless services probably dooms it to irrelevancy in many ways. The ones who pursue the homeless options will thrive and grow. Those who do not will stagnate and struggle to find sufficient funding, as inflation makes those anti-poverty funds alone increasingly less valuable with each passing year.

Jimmy Jones  
 Salem, Oregon  
 16 January 2025

# MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

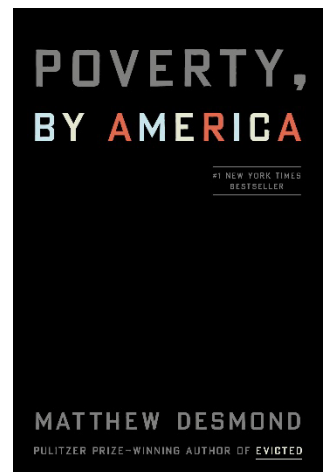
## Poverty Report

January 2025

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There is a lot going on around Oregon and America. We are living in a very tough moment for people in poverty. If you read **Matthew Desmond's *Poverty by America***, you know that there is an entire infrastructure in the United States dedicated to exploiting poverty for profit. Those industries, from private equity firms buying up manufactured home communities to rental increases; to food and basic needs inflation, check cashing firms, exploitive online lending, and predatory storage facilities, are making a large profit these days off the poor. The trend lines are bad, and our work has never been more vital.

We like to pretend these matters are entirely by accident. They are not. It is a function of a set of deliberate public policy choices, dating back to the end of the Second World War. Desmond wrote:



“Let’s call it the scarcity diversion. Here’s the playbook. First, allow elites to hoard a resource like money or land. Second, pretend that arrangement is natural, unavoidable—or better yet, ignore it altogether. Third, attempt to address social problems caused by the resource hoarding only with the scarce resources left over. So instead of making the rich pay all their taxes, for instance, design a welfare state around the paltry budget you are left with when they don’t. Fourth, fail. Fail to drive down the poverty rate. Fail to build more affordable housing. Fifth, claim this is the best we can do. Preface your comments by saying, “In a world of scarce resources...” Blame government programs. Blame capitalism. Blame the other political party. Blame immigrants. Blame anyone you can except those who most deserve it. “Gaslighting” is not too strong a phrase to describe such pretense.”

“For the past half century, we’ve approached the poverty question by attending to the poor themselves—posing questions about their work ethic, say, or their welfare benefits—when we should have been focusing on the fire. The question that should serve as a looping incantation, the one we should ask every time we drive past a tent encampment, those tarped American slums smelling of asphalt and bodies, every time we see someone asleep on the bus, slumped over in work clothes, is simply: Who benefits? Not Why don’t you find a better job? or Why don’t you move? or Why don’t you stop taking out such bad loans? Who is feeding off this?”

Desmond’s central argument is simple: Poverty exists because we allow it. Because it creates wealth for others. Because we are not serious about ending it. And most frequently because there are those among us who blame the poor for their poverty, as if it were a character flaw or a product of their

DNA. They blame the homeless for being lazy, shiftless, criminals and deviants. They attribute their condition to some innate weakness or personal failure. Nothing could be further from the truth.

Some stories of note:

- People need housing. Billionaire investors are [disrupting the American housing](#) market: “Wealthy investors are acquiring property and holding units vacant so that in many communities, the number of vacant units greatly exceeds the number of unhoused people. Nationwide there are 16 million vacant homes: that is, 28 vacant homes for every unhoused person. These investors also buy up a large segment of the short-term rental market, preventing residents from living in these homes to cash in on tourism. These are not small owners with one unit, but corporate owners with multiple properties.”
- People need shelter. Oregon has the 27<sup>th</sup> largest population among American states. But it ranks 8th nationally in terms of total [homeless population](#).
- People are hungry. [Oregon Food Bank visits increased 31 percent](#) since the pandemic began, and the cost of food has skyrocketed, while the federal government cut SNAP benefits while the local food banks face deficits of several hundred thousand dollars. “More people are seeking help as the federal government cut federal benefits through SNAP in 2022, Jimmy Jones said. Nearly 770,000 people in Oregon use SNAP. However, “Without the **Oregon Food Bank**, there is no major voice in the Legislature for providing additional funds for food for low-income Oregonians.” “In a year like this one, where the revenue forecast is tight, and there’s major priorities around housing and transportation and behavioral health, there’s not a whole lot of air in the room for conversations about expanding budgets for food,” he said.

The state’s [Hunger Task Force](#) reported “In 2020, about 25% of Oregonians experienced food insecurity, according to research from Oregon State University. The task force roadmap said the Oregon Food Bank saw 1.9 million visits to food assistance sites in 2023, a 14% increase from the previous year. Food insecurity continued to rise not only as the pandemic progressed, but also as it ended, with about 530,000 individuals per year experiencing food insecurity at some point in the year 2021-2023,” the report states. Increasingly, food deserts are emerging across the United States (in part because of poor public policy). In December in *The Atlantic*, Stacy Mitchell [highlighted](#) how federal policy changes in the 1960s created local independent grocery systems, and created the food deserts we have today.

- The state is proposing a fresh influx of funds into its popular subsidized childcare program, **Employment Related Daycare (ERDC)**. But the [demand for the program](#) outpaces the additional slots added with the proposed budget increases. “The Employment Related Day Care program makes direct payments to a family’s chosen childcare provider. Families earning up to 200% of the federal poverty level — \$40,880 for families of two — are eligible and pay an average copay of \$9.54, or the part of the child care cost that isn’t subsidized.” There are 8,500



currently on the waitlist.

- In Charlottesville (VA), and indeed in all of America, there is [a war raging](#) over homeless service designs, which typically wash out along the lines of low-barrier **shelter/housing first/harm reduction** versus **high-barrier shelter/housing ready/treatment first** philosophies. Our national colleague **Mary Frances Kenion** of the **National Alliance to End Homelessness** recently provided Charlottesville some advice on evidenced-based, best practice shelter design:



**Mary Frances Kenion:** The first step is going to be making sure that there's consensus around what low-barrier emergency shelter is and what it isn't. There are often misconceptions about that.

When we say "low-barrier," what we really mean is reducing some arbitrary requirements for people to gain access to the emergency shelter. That includes:

- screening people in instead of out;
- providing 24/7 year-round access to shelter;
- not having people call in or line up for a bed every night or leave early in the morning;
- no drug or alcohol testing to get in;
- no criminal background checks to get in;
- no income requirements to get in;
- not requiring people to be "ready" for housing to get in — everyone is ready for housing;
- allowing people, pets, and possessions;
- not separating families by having shelter rules that, for example, say only women and their kids are allowed in X shelter and boys over 12 are not allowed at all, etc.

[Editorial note: Every homeless shelter is unique and establishes its own rules, but most shelters fall into one of two categories: high-barrier and low-barrier. "High-barrier" shelters typically institute at least some of the rules Kenion describes.]

- Every year, HUD provides a report called the **Annual Homeless Assessment Report (AHAR)** to Congress. It is as close as we have to an annual snapshot of the homeless condition in America. The news this year, as we predicted, is grim. The total homeless count increased to 770,000, up 18 percent nationally over 2023 and the highest since the count began (nationally) in 2007. Oregon witnessed a 13.6 percent increase over 2023, up 30 percent in total since 2017. We have the second-highest rate of unsheltered homelessness in America and the second-highest rate of unsheltered family homelessness. The count is likely to increase dramatically again in 2025. The two charts below are from the 2024 [AHAR](#).

## 1.2 State-Level Estimates of People Experiencing Homelessness

Exhibit 1-9: Estimates of People Experiencing Homelessness by State, 2024

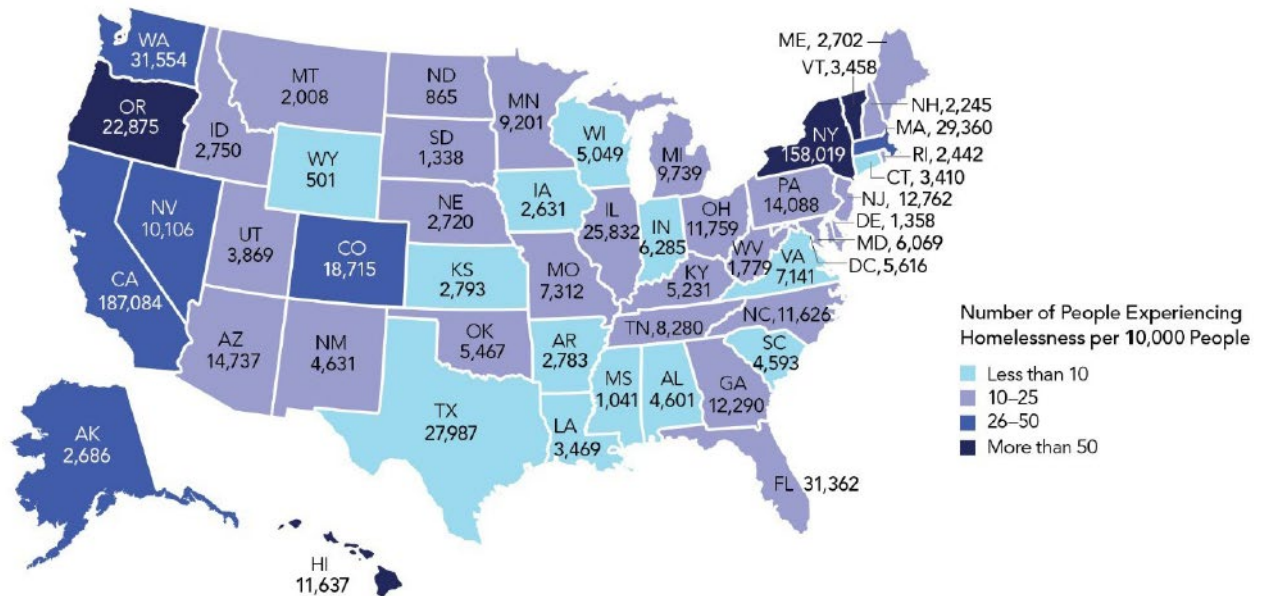
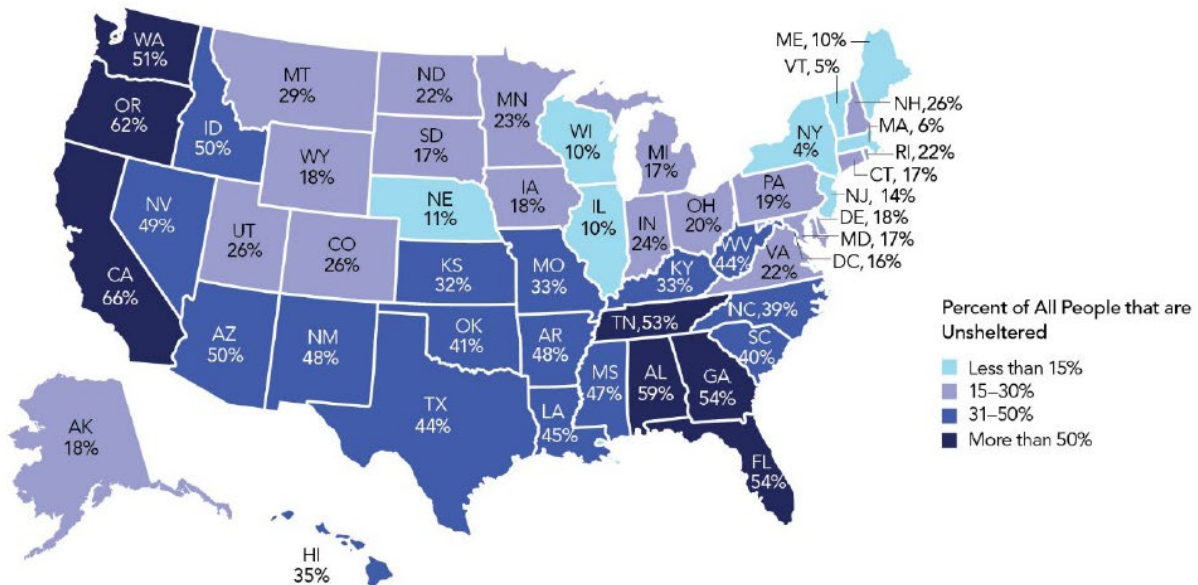


Exhibit 1-10: Percentages of People Experiencing Homelessness Who Are Unsheltered by State, 2024



- The national conversation on poverty will grow more intense in 2025. January is **National Poverty Awareness** month, and it just happened to coincide with the Senate confirmation hearings of [Treasury Secretary nominee Scott Bessent](#). He argues that America is poised on the verge of a new golden age, but his “3-3-3” plan would be financed by “gutting” programs for America’s “most vulnerable households.” Likely targets of any spending cuts to offset the loss of federal revenue from the decline in taxes would not be in social security or Medicaid (which

the incoming President has promised to protect) but in cutting the federal budget by almost \$500 billion by 2028, which would require a further reduction (by about 31%) in SNAP benefits (at a time when they are needed most).

- With the **Dr. Martin Luther King, Jr. Holiday** on Monday, now is a good moment to remember that child poverty and economic freedom rested at the heart of Dr. King’s message. In his famous 1963 speech during the **March on Washington** (which was at the time titled “the March on Washington for Jobs and Freedom”), Dr. King [highlighted](#) a “lonely island of poverty in the midst of a vast ocean of material prosperity,” one that curtails the civil and economic rights and agency of Black people in U.S. society.

- **Oregon Child Nutrition Program Sponsors** have helped push the state’s **Farm to Child Nutrition Program** to new heights in 2024. Still there is work to be done. ODE started the 2023-2025 biennium with nearly \$5 million to distribute (*divided between the Noncompetitive and the Competitive Reimbursement Grants for Oregon Grown & Processed Food*), and collectively, our state has already claimed \$4 million of those funds.

Here is a snapshot of what was claimed statewide between June 2023 and September 2024:

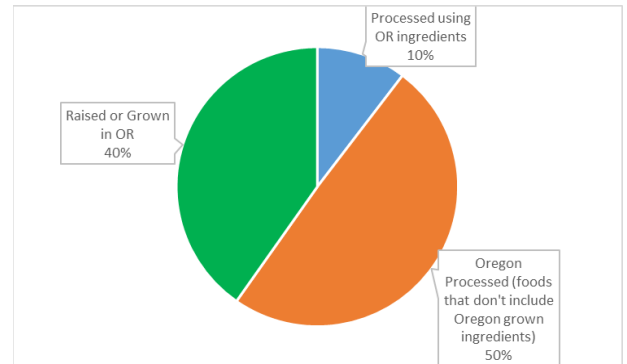
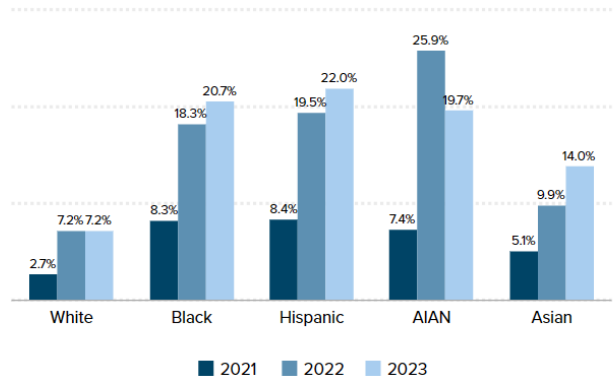
- **40% (the green wedge)** represents items grown, raised, or caught in Oregon. It accounts for 173.5 tons of unprocessed fruits and vegetables, as well as Oregon meats and seafood.
- **10% (the blue wedge)** represents items processed in Oregon using Oregon agricultural products as ingredients.
- **50% (the orange wedge)** represents items processed in Oregon, but not using Oregon agricultural products as ingredients.

This means half (nearly \$2 million dollars) of the local foods claimed since the start of the biennium do not use Oregon agricultural products. This is a missed opportunity for school districts/sponsors to support Oregon’s agricultural economy.

FIGURE A

**The burden of poverty falls disproportionately over children of color**

Child supplemental poverty rates by race and ethnicity, 2021–2023



# MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

## Legislative Report

January 2025

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The **83<sup>rd</sup> Oregon Legislative Assembly** kicked off this week with Administrative Days, a pre-session week where folks are sworn in, and everyone prepares for the long session ahead. The session that will do the people's work for the 2025-2027 biennium officially kicks off on January 21<sup>st</sup>, starting the constitutionally limited 160-day session. Lawmakers were sworn into office on Monday. Democrats picked up one seat in both the House and Senate last November and now enjoy a three-fifths super majority in both chambers, which is required to enact new taxes or update other general revenue measures. That does not mean the **Democrats** will have it easy; vast policy disagreements exist everywhere. They also do not have a quorum-proof majority, so they must work with the **Republican** leadership on controversial measures.

Pre-session filed bills were read into the system on Monday (January 13<sup>th</sup>), and more than 2,000 have been filed. The **Legislative Council** draft request deadline for new bills is Friday (January 17<sup>th</sup>), so more are coming.<sup>1</sup> Most of them will never see the light of day, given how the legislature works. Nevertheless, in terms of tracking and aligning our needs and the statewide network's advocacy work, the massive number of bills is a lift. The revenue forecasts have been optimistic, so there is money to spend. The final budget numbers will not likely be known until February 26<sup>th</sup>, with the next revenue forecast, and the true final number will not emerge until **Ways and Means** concludes its business at the end of the session.

What is our role in all this? Community Action Agencies were chartered at the federal level to do **three things**:

- 1.) Provide Services (through our programs).
- 2.) Align the Community's resources and efforts to end poverty (these are the collaborative and resource-distributive systems we manage).
- 3.) Advocate for a better understanding of poverty, and the people held back by a lack of means and opportunity. That means we also advocate that both the public and our government

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<sup>1</sup> To quote **Captain Jack Sparrow**, the deadline of the 17<sup>th</sup> is more like a "guideline" than a rule. Each Representative and Senator has a priority bill or two in their pocket they can use, too, and the deadlines do not apply to certain committees, like the Rules Committee in both houses. There are legions of placeholder bills in each Committee, so if leadership wants to push forward a new concept they can simply amend one of the currently existing study bills.

devote adequate resources to solving the needs of poverty in our community. It is our obligation to explain to public policymakers the consequences of their public policy choices. We also have a profound role in educating the public and explaining the choices before state and community leadership.

Beyond **MWVCAA**, we are also members of a statewide association of **Community Action Agencies**, which advocate for poverty needs, poverty services, and clients in need. In addition to my role at our agency, I am Vice President for Legislative Affairs at the **Community Action Partnership of Oregon**, our umbrella trade association, which advocates for anti-poverty work. That relationship is the source of our concern with the Legislature and the purpose of our engagement with all elected officials, state administrative departments, the federal government, and organizations external to our community and state.

So what can we expect in 2025?

**Leadership:** Every legislative session has a life and tenor of its own. The last one was marked by more bipartisanship than we have seen in many years. I am skeptical that the same collaboration will emerge again in 2025, when profound policy disagreements exist between and within the two parties. There are 60 members of the **Oregon House of Representatives** and 30 members of the **Oregon State Senate**. There are many new legislators this spring, including 11 in the House and eight in the Senate. **Sen. Rob Wagner** (D-Lake Oswego) remains Senate President, and **Sen. James Manning** (D-Eugene) is President Pro Tempore, while **Sen. Kayse Jama** (D-24) is Senate Majority Leader. **Sen. Dan Bonham** (R-The Dalles) is the Senate Minority Leader. On the House side, there have been considerable changes since last year. **Rep. Julie Fahey** (D-Eugene) is the new Speaker of the House. **Rep. David Gomborg** is the Speaker Pro Tempore, and **Ben Bowman** (D-Tigard) is the Majority Leader. **Rep. Christine Drazen** (R-Canby) returns to the legislature after stepping down to run for Governor in 2022. She will be the Republican minority leader in the House.

**Critical Issues:** All matters are essential. However, there are more needs than ever and insufficient funds to cover all of them. Therefore, priorities must be set. In particular, a \$2 billion transportation deficit must be addressed, along with critical infrastructure that needs to be maintained across the state. The state schools remain in a funding crisis, and their costs have elevated dramatically even with budgets slashed across the state. The Governor's proposed half-a-billion-dollar increase to the state school fund will hardly even meet the additional **PERS** costs. Something has to give. We also remain firmly in the grip of a housing affordability crisis. Inflationary forces are cutting into household discretionary income, as energy and food prices have increased dramatically in the past few years. Yes, renters are making more today than five years ago (about 19 percent), but rental housing costs alone in that period have increased by 29 percent. Despite other needs, building an adequate social safety net in Oregon remains an enormous challenge.

For the network, there is no existential crisis in 2025. We are motivated to advocate for the need and explain the impact of investments in housing and homeless services, early education, and food and

energy costs. We are also closely watching the implementation of the **Governor's Work Group** Recommendations on homelessness, which will play a significant role in our future.

**Budget:** The Governor's budget projects \$137.7 billion in state expenditures for the biennium, well below the expected \$255 billion the state expects to receive in revenues. The Human Services budget is by far the largest, at \$62.2 billion. The Governor's requested budget for matters that impact our work include:

- \$23.32 billion in education programs, which includes public school funding, early literacy, and capital construction funds.
- \$17.4 billion for the **Oregon Department of Education**, including an additional \$515 million increase for the troubled state school fund.
- \$286 million for workforce investments.
- \$1.52 billion for the **Department of Early Learning and Care**, including funds supporting the **Oregon Early Head Start** and **Oregon Pre-Kindergarten program (OPK)**, **Employment Related Day Care (ERDC)**, and **Preschool Promise**.
- \$62.2 billion for Human Services, including the work of the **Oregon Health Authority (OHA)** and the **Oregon Department of Human Services (ODHS)**, which supports the **Youth Experiencing Homelessness Program** and other work we do with ODHS. Inclusive includes \$22.4 billion for ODHS, which supports child welfare and self-sufficiency (including **SNAP**, **TANF**, youth services, and the refugee program), and \$39.6 billion for the **Oregon Health Authority**.
- Economic and Community Development Sector funded at \$11.4 billion.
- **Oregon Housing and Community Services** funded at \$4.1B.

The housing budget, in particular, represents a generational commitment beyond any investment that came before. It includes:

- \$218 million for maintaining shelter beds;
- \$293 million for the **Oregon Rehousing Initiative**;
- \$173 million for eviction prevention;
- \$11 million for Permanent Supportive Housing;
- \$37.5 million for down payment assistance;
- \$2.5 million for manufactured home replacement;
- \$880 million in bonds for affordable housing construction;
- \$185 million for affordable housing preservation.

This represents the largest and most consequential housing budget in Oregon's history, for a sector of services that was trying to solve \$10 problems with a quarter.

**Early Bills to Watch:** Frequently, committees and the state administrative departments file pre-session study bills to give themselves room to push concepts forward after the session begins. It is not the most transparent practice, and it takes some diligence to follow it all, as study bills are

sometimes amended into vast and expansive policy bills. Some of that will happen for us in 2025, especially around the work of the **Governor's Shelter Work Group** and the **Hospital Discharge Task Force**. Many of those 2,000 bills will not move forward and die quickly in committee. That said, these are the ones we are watching out of the gate:

- **House Bill 2452:** Increases the budget of the **Department of Early Learning and Care (DELIC)** to provide CCR&R programs additional referral resources.
- A series of bills that impact tenant rights, including **HB 2045** (eviction of squatters), **HB 2070** (no pet rent), **HB 2134** (tenant election of early termination during an eviction), **HB 2297** (requires full rent to avoid eviction), **HB 2305** (allows eviction after third late payment, with 30 days' notice), **HB 2440** (removal of squatters), **HB 2967** (outlaws applicant screening fees for rentals), **HB 3054** (sets maximum rent increases in a facility to match CPI), **HB 3111** (requires OHCS to establish an eviction mediation program), **SB 496** (exempts rent increases on tenancies within 25 miles of the coast), **SB 496** (repeals Oregon rental increase limits), **SB 586** (reduces from 90 to 45 days the notice period to current tenants for selling a dwelling unit), **SB 599** (prohibits rental discrimination based on immigration status), **SB 722** (outlaws rent setting software in calculating rents).
- A series of bills on potential land use changes that could impact affordable housing construction, including **HB 2138** (middle housing and infill).
- A series of bills that attempt to criminalize homelessness or repeal **HB 3115** limitations on time, place, and manner in homeless trespassing, including **HB 2432** (repeals HB 3115), **HB 2445** (repeals **HB 3124** on homeless camping sites), **HB 2696** (allowing local government to dispose of personal property at homeless camps), **HB 2762** (creates an offense of sleeping in a highway danger zone), **SB 593** (repeals HB 3115), **SB 594** (limits tenancy terminations for some vulnerable populations during a school year), **SB 643** (allowing landlords to terminate month-to-month leases without cause), **SB 645** (repeals HB 3115 protections that established an affirmative defense against the prosecution of anti-camping laws).
- **HB 2532:** An emergency measure requesting \$6 million for the Marion-Polk Food Share.
- **HB 2654:** Establishing an emergency veterans housing program at OHCS.
- **HB 2664:** Establishing a program for residential properties for at-risk-veterans.
- **HB 2848:** Governing transparency around nonprofits receiving public funds, including following public meeting law (we do) and public records law (as a private business, we are currently exempt), and posting corporations' annual budget to the website (we do).
- **HB 2856:** Creating grants to offset cost increases in repurposing buildings for veterans housing.

- **HB 2958:** Increases the amount of the Earned Income Tax Credit.
- **HB 3008:** New investments for child care workforce.
- **HB 3034:** Proposes changes in the **Emergency Housing Account**. On the surface, this looks like a way to remove the **Housing Stability Council** from the approval process, but we need more details about any material change in this statute.
- **HB 3079:** Requires ODHS to update its 2022 estimate of the costs of implementing youth homeless programs.
- **HB 3146:** Requires OHCS to administer a pilot program on low-barrier emergency housing for folks on waiting lists for substance abuse treatment.
- **SB 30:** This will be the hospital discharge bill.
- **SB 121:** Extends the **Earned Income Tax Credit**.
- **SB 122:** Extends sunset for tax credits for closure of a manufactured dwelling park.
- **SB 286:** An additional bill for hospital discharge.
- **SB 296:** An additional bill for hospital discharge, directing ODHS and OHA to study the eligibility process to implement (eventually) **presumptive eligibility** for state Medicaid.
- **SB 602:** Establishes **Nonprofit Organization Advisory Council** within the **Oregon Department of Administrative Services (DAS)**.
- **SB 611:** Establishes the **Food for All Oregonians Program** in ODHS, to include those who would qualify for SNAP benefits but for their immigration status.
- **SB 644:** Establishes the legislature's Oregon Food Bank Audit Committee.<sup>2</sup>

That completes the summary. Our advocacy position has always been to advocate for people in poverty based on long-established perimeters outlining our work and on behalf of the dignity of our clients. If matters fall outside those established perimeters, we return to the Board for direction. Poverty needs in Oregon in 2025 are more significant than ever in the last 30 years. There is so much work to be done.

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<sup>2</sup> Some legislators are upset with OFB, because of its partisan political positions on a variety of issues outside Oregon.



**Mid-Willamette Valley Community Action Agency, Inc.**  
**Actual to Budget, July 2024 - October 2024**

	Jul 2024 - Oct 2024		FY25 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference
Grant and awards	\$ 23,874,392		\$ 76,460,608	33%	31%	-2%
Other program revenue	247,864		505,000	33%	49%	16% {a}
Contributions	25,472		500,000	33%	5%	-28%
<b>Total Revenue</b>	<b>24,147,727</b>		<b>77,465,608</b>	<b>25%</b>	<b>31%</b>	<b>6%</b>
<b>Expenses</b>						
Community resource programs	6,890,103		32,408,567	33%	21%	-12%
Reentry services	135,247		368,999	33%	37%	3%
Child care resource and referral network	818,458		2,533,760	33%	32%	-1%
Energy assistance programs	1,725,277		6,199,647	33%	28%	-6%
Weatherization services	1,347,047		2,978,302	33%	45%	12% {c}
Nutrition first USDA food program	1,496,602		4,577,844	33%	33%	-1%
Head start	6,372,218		16,536,748	33%	39%	5%
Home youth services	3,382,675		5,794,441	33%	58%	25%
Management and general	2,092,729	{b}	5,742,300	33%	36%	3%
<b>Total Expenditures</b>	<b>24,260,356</b>		<b>77,140,608</b>	<b>25%</b>	<b>31%</b>	<b>6%</b>
Revenue Over/(Under) Expenditures	\$ (112,628)	{d}	\$ 325,000			

{a} Other program revenue includes miscellaneous rebates for the Programs, CCR&R class fees, and rent income (offset against grant funding).

{b} MG&A percentage 9%

{c} Weatherization purchased 3 vehicles in July which would skew their over/underspent position through September.

{d} \$100,754 of this \$112k relates to admin overages that are not able to be drawn by the grant based on our allocation method.

**MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY, INC.**  
**(A Nonprofit Organization) STATEMENT OF FINANCIAL POSITION AS OF OCT 31, 2024**  
(UNAUDITED)

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**ASSETS**

**Current Assets**

Cash	\$ 2,983,557
Grants receivable	7,898,342
Prepaid expenses	846,200
<i>Total Current Assets</i>	<u>11,728,099</u>
<b>Equipment and Facilities, net</b>	<u>28,354,552</u>
<i>Total Assets</i>	<u>\$ 40,082,651</u>

**LIABILITIES AND NET ASSETS**

**Current Liabilities**

Accounts payable and accrued expenses	\$ 3,522,800
Deferred revenue	8,366,400
Current portion of long-term debt	0
<i>Total Current Liabilities</i>	<u>11,889,200</u>

**Long-Term Debt, net of current portion and intangible assets**

<i>Total Liabilities</i>	<u>3,549,854</u>
	<u>15,439,054</u>

**Net Assets**

Net assets without donor restrictions	
Undesignated, available for general activities	2,926,962
Net investment in equipment and facilities	21,649,653
	<u>24,576,615</u>
Net assets with donor restrictions	66,982
<i>Total Net Assets</i>	<u>24,643,597</u>
<i>Total Liabilities and Net Assets</i>	<u>\$ 40,082,651</u>

**Chief HR Officer Report  
To The Community Action Agency Board  
Helana Haytas, CHRO      January 2025**

**Hiring at MWVCAA**

The Agency currently has 19 jobs posted on the website with roughly 30 vacancies as the start of the year comes upon us. With de-centralized hiring (Program driven) we know that it takes roughly 60 days to fill a vacancy, but some programs move faster than others, depending on applicant pools and program processes, including funder required prescreening for Early Childhood or Youth Programs. Below is a snapshot of the 4<sup>th</sup> Quarter to date stats on time it takes to fill a position by program. This includes requisitions, qualifying applicants, interviewing, job offers and pre-employment screening (background checks, drive record checks, drug testing, and references). DHS and Oregon Child Care Division Criminal Background Registry can take 2-4 weeks to fingerprint, process and clear candidates for employment with programs at MWVCAA. This data does not include onboarding time in HR, such as first day paperwork and New Staff Orientation.

Time to Fill positions	Total Days	# Hired	# of Applications
Administration Totals	48.75 (avg)	4	500
ARCHES Totals	42.38 (avg)	24	949
CARS Totals		0	37
CCR&R Totals	63 (avg)	1	26
Early Head Start Totals	26 (avg)	1	29
Head Start Totals	58.83 (avg)	6	557
HYRC Totals	31.8 (avg)	5	199
Nutrition First Totals		0	4
Weatherization Totals	0 (avg)	0	10
<b>Grand Totals</b>	<b>44.22 (avg)</b>	<b>41</b>	<b>2311</b>

Source: ApplicantPro Time to Fill Reporting

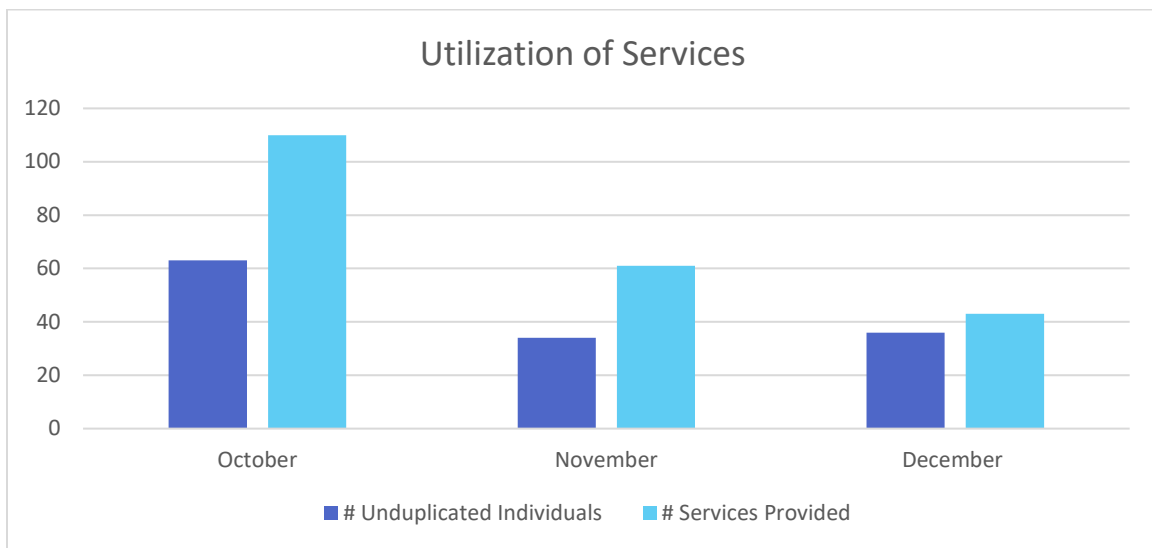
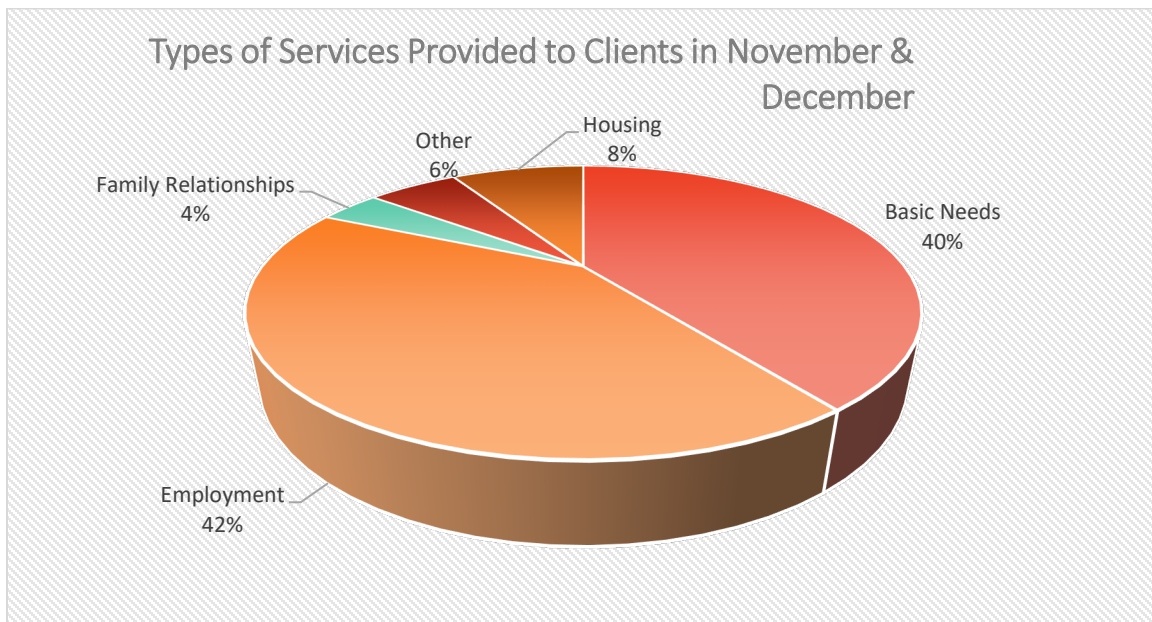
New Recruiting Manager, Monica Nuñez

Monica Nuñez was promoted to Recruiting Manager in December 2024. Monica started out with the agency in February 2023 as a Bilingual Receptionist and was promoted after six months to a Recruiting Specialist position. As Recruiting Manager, Monica now oversees 3 staff recruiters and monitors all onboarding activity. Monica oversees the bi-monthly New Staff Orientation (NSO), assuring that newly onboarded staff are properly welcomed with important information. NSO averages 15 staff each session, so roughly 30 staff per month. Monica also develops the outreach goals and organizes all of the job fairs and off-site hiring events in Marion and Polk County. Monica reports out weekly to program management on the status of all candidates in the pipeline, and assures that Recruiting Specialists are trained to onboard and support hiring manager in sourcing and screening applications. This is a new role in the HR Department and already see the benefits of her leadership, enthusiasm, and professional capabilities with this important area of HR and Administration.

# Community Action Reentry Services

April Cox, Director

January 2025



## Opportunities/Challenges

Our team is focused on outreach efforts to promote our new location and remind clients and partners that we are still in operation. It's definitely been a challenge as we no longer have direct access to clientele. However, staff are regularly attending community events and connecting with partners who also serve reentry clientele. I have had meaningful meetings and connections with Oregon Department of Corrections and Yamhill County Parole & Probation. My team will be traveling back to McMinnville later this month to meet with their team and create the plans for my Navigators to serve Yamhill County clients 1-2 times per month. We have presented to the entire Oregon Department of Corrections Transition and Release Counselors team. We are also joining the Inside Out Network which is a new platform to connect directly with Adults in Custody that are within six months of release. The platform allows direct messaging which is really exciting for all of us.

# Energy Services October -December PY25 Program Report

## Summary of Activities

**1st quarter PY25 unduplicated Marion & Polk completions**  
Applications available to senior/ disabled October and general  
public November - September as funding available

---

2551 individual HH's, \$399 average payment (unduplicated)

Direct Client Vendor payments 1st quarter; LP \$983,541 / OEA PGE \$533,857 OEA  
PAC \$78,692      **TOTAL DCV \$1,596,090**

---

2667 applications received; 2360 in office and 307 online

Online applications completion rate 72%, per Formsites applications take  
an average of 35 minutes to complete.

6+ percent of applications received were denied. The primary reasons are  
the application is incomplete, over income, already received available  
funding.

---

5056 people came to Energy office to obtain information and/or  
applications. Office Specialists received approximately 6409 calls.

---

Currently, Energy team are processing incoming applications within 1 to 2  
weeks of receipt. Last year, at this time, we had over 800 applications to be  
processed (average of 6 to 8 weeks). First quarter shows great progress and  
improved customer service.

---

OHCS LP spenddown target for March 31, 2025 is 60%, Energy expects to  
surpass the target. As of the end of 1st quarter, Energy's spenddown of  
DCV funds: LIHEAP 43%, OEA PGE 41.43% and OEA PAC 21%.





2551 Pringle Rd SE  
Salem, OR 97302  
Phone: 503-315-7055  
Fax: 1(866)-377-5456

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## December 2024 Report for Weatherization Program

Below is the Auditor, Inspectors monthly report and I have attached the Intake/Energy education Office report. Short month due to Holidays and some clients not taking visitors during holiday season.

Audits completed 6  
Final inspections 9  
Technicians completed 10 Air seals

Thanks

Hector Guzman  
WX Program Director

# WEATHERIZATION

Month: December 24



## WAITLIST

Utility	Pre-Screening Form Request	Pre-screening forms Returned	Total on waitlist
PGE	26	20	219
PPL	4	4	52
NNG	9	7	123
BPA	0	0	20
Other	1	0	7
<b>Total</b>	<b>40</b>	<b>31</b>	<b>421</b>

Waitlist Total:  
421



## INTAKE

Utility	Appointments Scheduled	No Shows	Pending	Not Qualified	Qualified—Job Number Assigned
PGE	8	1	0	1	6
PPL	4	2	0	1	1
NNG	4	0	0	0	4
BPA	3	1	0	2	0
Other	0	0	0	0	0

TOTAL NEW JOBS: 11  
Jobs Year to date: 128

**DONE!**

## COMPLETIONS



Total HH Completed: 10



Total # of people served: 39



Total # of minors: 11

Total # of seniors: 8



Total # of disabled persons: 3



Total # of Veterans: 1



Utility	Completed Jobs	Total Spent
PGE	4	51778.46
PPL	2	27122.57
NNG	2	18981.87
BPA		
Other		
<b>Total</b>	<b>8</b>	<b>97,882.90</b>

Site Built Homes	<u>5</u>
Mobile Homes	<u>3</u>

Owners	<u>8</u>
Renters	<u>0</u>

Salem	6
Independ	1
Stayton	1
Woodburn	
Hubbard	

**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL  
Liz Salinas Head Start Director – November and December 2024**

**Attendance**

**Head Start Preschool**

9/24	10/24	11/24	12/24	1/25	2/25
84.24%	82.26%	80.22%	73.72%		
3/25	4/25	5/25	6/25	7/25	8/25

**Early Head Start**

9/24	10/24	11/24	12/24	1/25	2/25
78.77%	78.40%	76.87%	70.71%		
3/25	4/25	5/25	6/25	7/25	8/25

**Attendance Analysis - Absences for November & December 2024**

The Head Start attendance rate for November and December was below the required 85%. The top absence reason during the months was:

- Child illness – 52.86% November
- Bus Transportation cancelled by program- 11.53% December
- Child Illness- 49.9% December

The Early Head Start attendance rate for November and December was below the required 85%. The top absence reasons during the months were:

- Child Illness- 35.65% November
- Family Day- 15.7% November
- Unexcused- 12.56% November
- Child Illness- 47.09% December
- Family Day- 14.26% December

**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 = 510**

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
501	510	480	509								

**Early Head Start – Full Enrollment = 214**

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
198	208	206	205								



**Waiting Lists**  
**Head Start Preschool**

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
69	77	97	95								

**Early Head Start**

9/24	10/24	11/24	12/24	1/25	2/25	3/25	4/25	5/25	6/25	7/25	8/25
22	44	48	58								

**USDA Meal Reimbursements**

November 2024		
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	4,632	\$10,977.84
Lunch	4,692	\$20,785.56
Snack	1,451	\$1,755.71
Cash In Lieu		\$1,407.60
<b>Total Reimbursement</b>	<b>10,775</b>	<b>\$34,926.71</b>
December 2024		
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	4,282	\$10,148.34
Lunch	4,322	\$19,146.46
Snack	1,172	\$1,418.12
Cash In Lieu		\$1,296.52
<b>Total Reimbursement</b>	<b>9,776</b>	<b>\$32,009.52</b>

**Report from Head Start Director**

**Head Start Leadership:** We continue to have vacancies on our leadership team with two vital Regional Team Resource Specialist (RTRS) positions still vacant. The RTRS is the on-site supervisor who oversees the day to day running of our sites, classrooms and, directly oversees the classroom staff. Due to the importance of having someone available on site to staff, 4 members of our Management team will be supporting coverage at sites until the positions are filled.

**Head Start 2024-2025 Enrollment:** The Head Start program is now only one child short of full enrollment, which is very good progress. Early Head Start is still somewhat under-enrolled. Staff continues to work towards full enrollment and filling vacancies as quickly as possible. We are continuing to think outside the box about recruitment and how to reach more families. The ERSEA team works very hard to process applications, and enroll families as quickly and efficiently as possible. This coming month we will have our annual Selection Criteria meeting to designate the selection points that will be used on our new applications that will be available to families on April 1, 2025.

## Child Care Resource & Referral

### Board Report – January 2025

CCR&R compiles the Market Price and Supply Study or MPSS which is an effort to collect information about the price and supply of child care in Oregon. This study is for **all** child care providers in Oregon. The goal was to get information from at least 80% of the programs in every region. Our CCR&R was able to obtain 86.5%. CCR&R had over 1,000 interactions with programs in our region in the effort to complete it.

CCR&R supports programs who receive Preschool Promise funding with coaching and quality improvement supports. Preschool Promise staff held a Quarter 1 in-service day was held Friday November 1st 2024 for PSP grantees and educators from 9AM to 8PM. Each training held anywhere between 30 attendees and up to 80 attendees). We are hiring 2 new PSP staff so the PSP team has been working on covering the load while short staffed.

The Yamhill Pre-Apprenticeship cohort has completed. We have 8 of the 10 pre-apprentices who are moving into the apprenticeship program, and several new applicants as well for a total of 11 Registered Apprentices. We have been working to get everyone registered for the college course starting in January. Looking forward we have The Confederated Tribes of Grand Ronde interested in joining the program both as a Training Agent and enrolling apprentices from their staff in Spring. Several other programs are also talking with us about joining the apprenticeship next year. We have learned so much as we went through the Pre-Apprenticeship process and determined that we will not continue to run this program, instead we will have a rolling entry to the Registered Apprenticeship Program.

The grant from the Yamhill Community Care Organization included money to fund grants for opening and expanding early learning programs along with business trainings and business coaching. The Passion to Profit Grant Application phase closed with 26 submissions. These included 8 centers (4 expanding and 4 new) and 18 in-home programs (7 expanding and 11 new). Applications were evaluated by a board of five external judges who scored them blindly (identifying information redacted). Based on these scores, we selected 12 recipients: 10 in-home programs and 2 new centers per deliverable outline.

The selected programs are projected to create nearly 200 **NEW** childcare slots across Yamhill County:

- **McMinnville:** 1 center, 3 in-home programs
- **Newberg:** 3 in-home programs
- **Sheridan:** 1 center, 1 in-home program
- **Lafayette:** 1 in-home program
- **Amity:** 2 in-home programs

Selection criteria included early learning experience, community impact, location relative to other providers and area need, grant impact to provider (with an emphasis on the education and business benefits) and the total number of slots created.

Marion, Polk and Yamhill CCR&R coordinates online trainings for the entire state. The **Statewide Training Coordinator** collaborated with multiple community partners, including First Children's Finance, OCCD, Multnomah County CCR&R, Lakeshore, and ELSI, and private trainers, to coordinate and deliver training sessions for educators across the state. As a result of these efforts, 13 trainings in English (8% increase from Q5), 9 in Russian (13% increase from Q5), and 6 in Spanish (20% increase from Q5) were offered statewide at no cost or at a reduced rate. Training offerings increased from 25 total trainings in Q5 to 28 total trainings in Quarter 6. (See attachment for impact)

# STATEWIDE WEBINAR DATA

July-September 2024



**4997**

Combined training hours

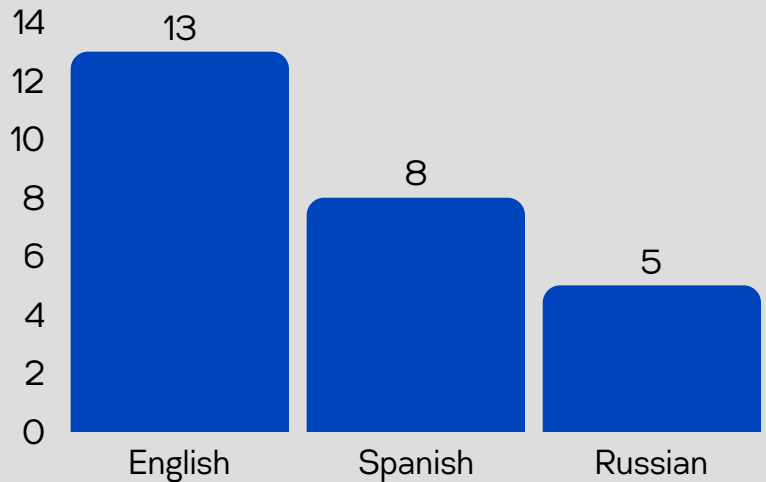


**26**

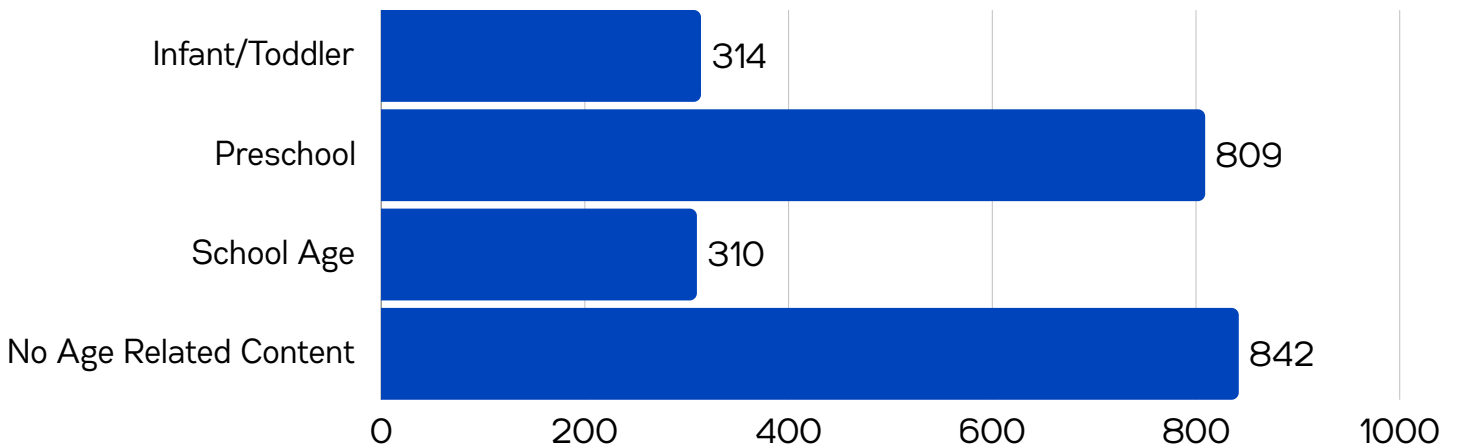
Statewide Webinars



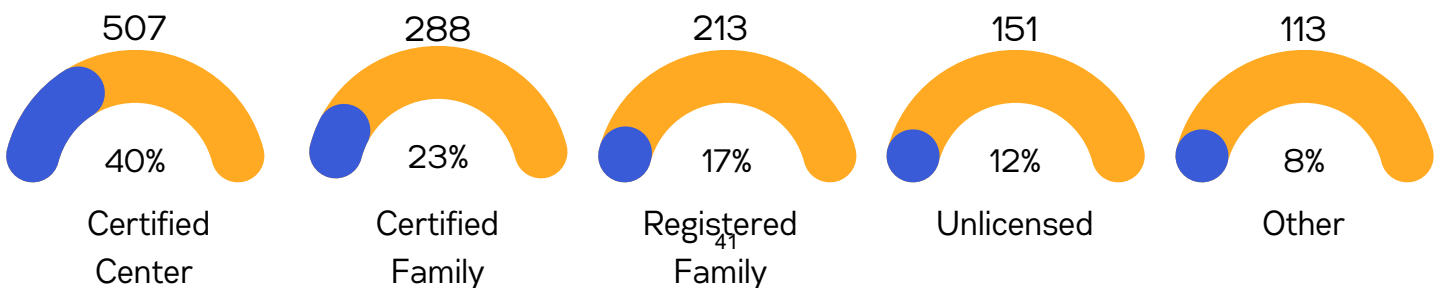
## Trainings Offered by Language



## Total Attendees by Age Related Content



## Unique Attendees by License Type

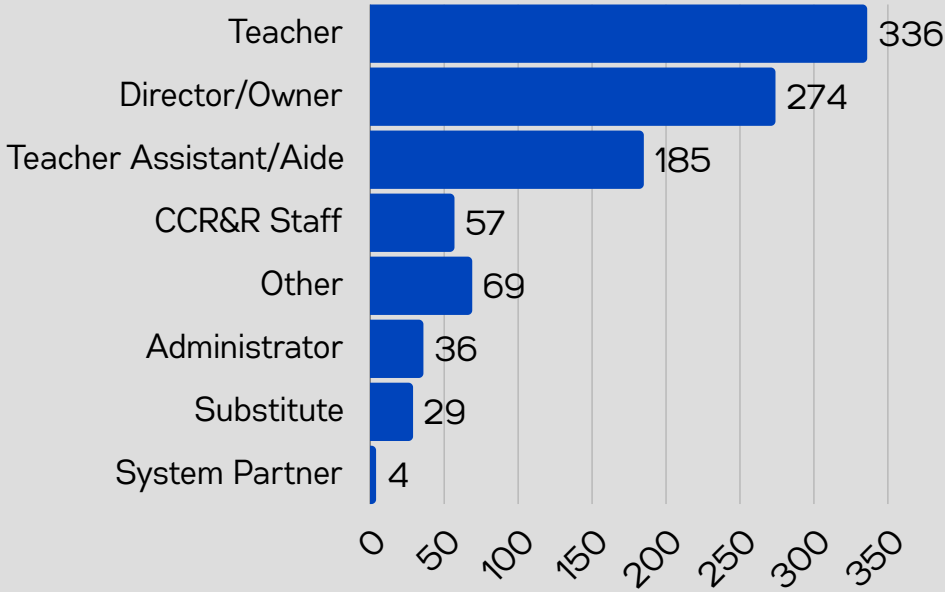


# STATEWIDE WEBINAR DATA

July-September 2024



## Attendee by Positions

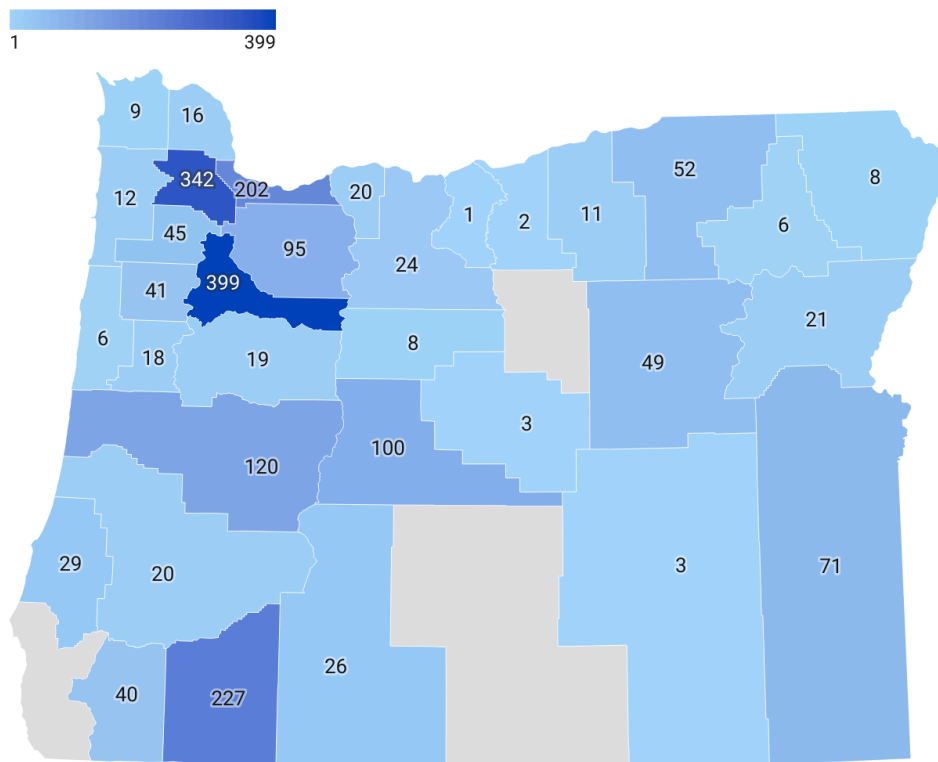


**2417**  
Registrations

**2125**  
Attendees

**1272**  
Unique participants

## Participant Heat Map by County

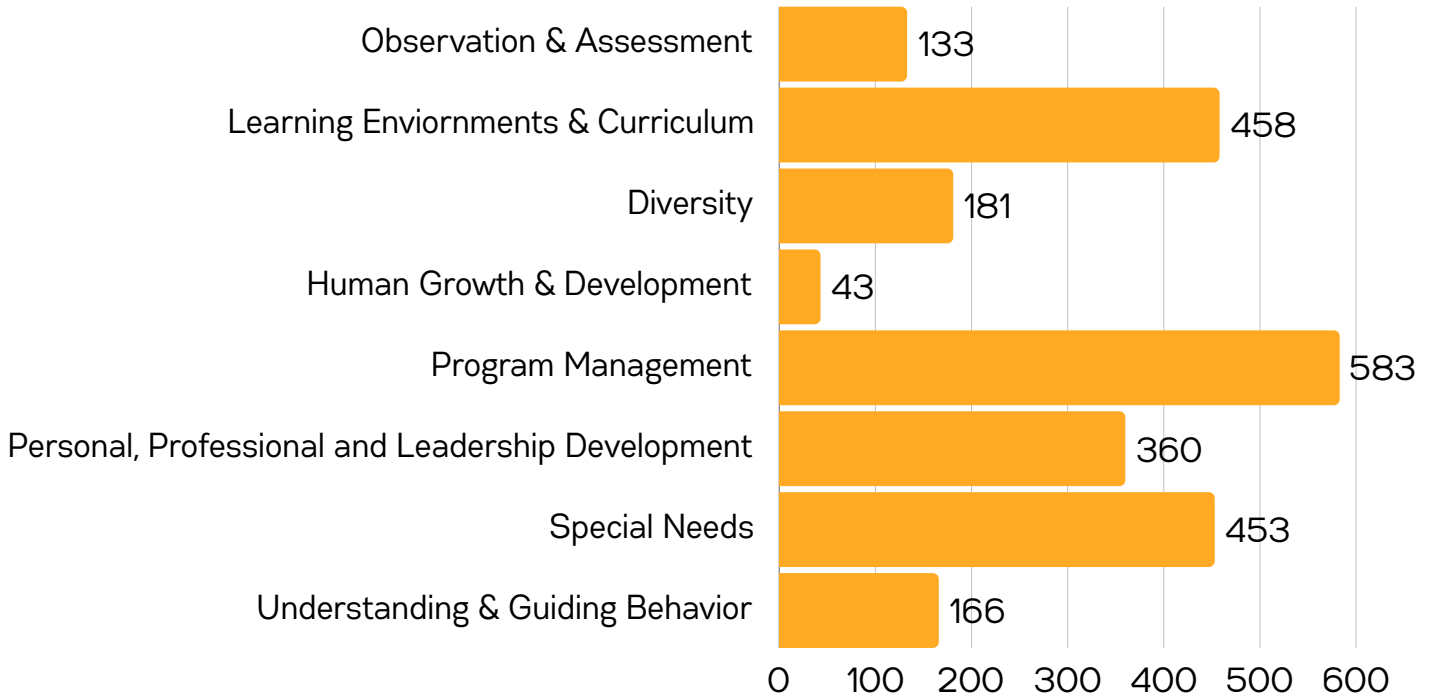


# STATEWIDE WEBINAR DATA

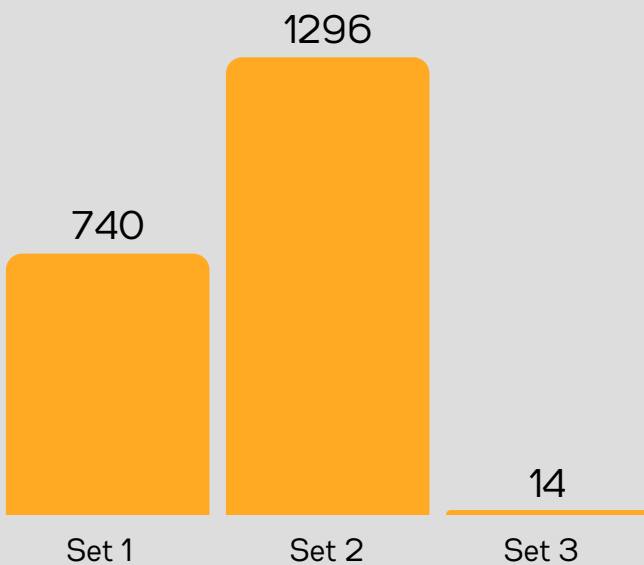
July-September 2024



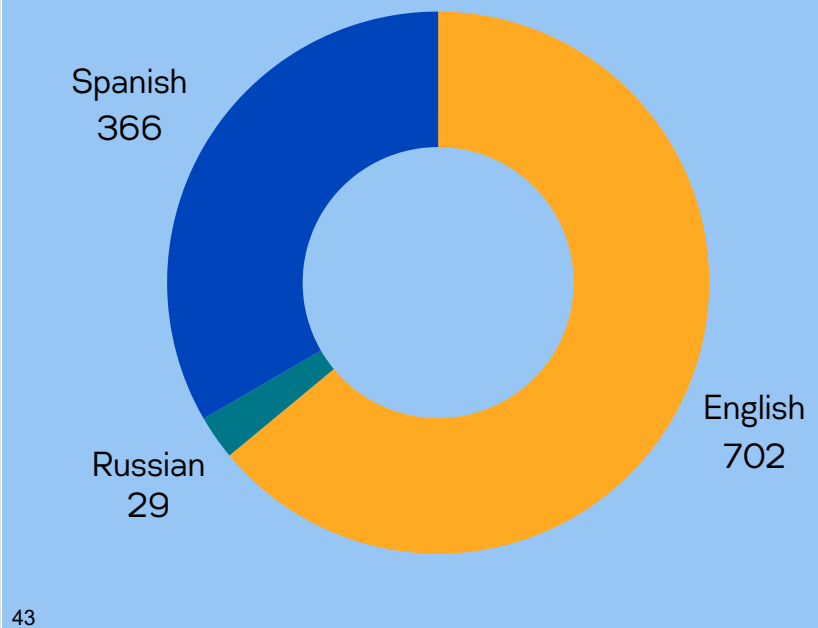
## Attendees by CKC



## Attendance by Training Set



## Attendees by Language



Nutrition First -Child Care Food Program  
 Carmen Romero - Program Director  
 December 2024

Nutrition First CCFP reimburses child care providers who are certified or registered with the Child Care Licensing Division or license-exempt providers listed with ODHS. The following chart is for the fiscal year 2024-2025. 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.

Month	Aug. 2024	Sept. 2024	Oct. 2024	Nov. 2024	Dec. 2024				
Start	503	503	505	502	503				
Opened	13	15	14	7	6				
Closed	13	13	17	6	7				
Active #	503	505	502	503	502				

- For December, we signed on six providers (three providers registered with CCLD and three are licensed exempt providers approved for EDRC) Nutrition First also close seven providers, leaving us at the end of October with 502 active homes.

The only difference between the CCLD providers and the license exempt 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 meals.

- During December, staff conducted six in-home sign-ups, 136 in-home monitoring reviews and saw approximately 1088 children in the reviews.

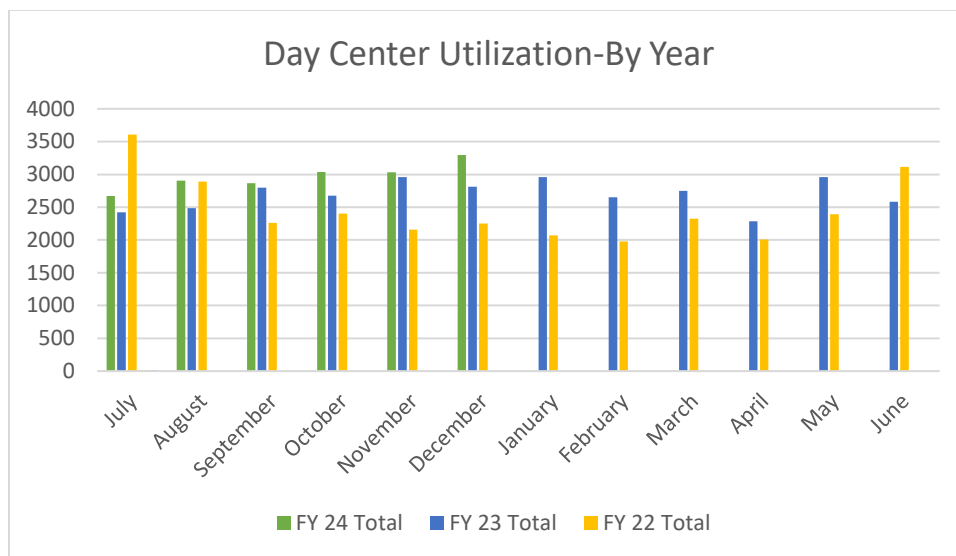


**615 Commercial Street NE  
Salem, Oregon 97301  
CRP Board Report – November/December 2024**

The ARCHES Day Center is open five days a week. During these hours all traditional services are available, including: mail, showers, laundry, meals, and client care. Day Center hours are Wednesday – Sunday from 9am – 4:15pm.

Since its inception, the Day Center has proudly recorded an impressive total of 141,972 duplicated visits, reflecting the remarkable impact it has had on the community. On average, 122 individuals walk through its doors each day, a testament to the center’s unwavering appeal and dependability. This steady attendance aligns seamlessly with previous monthly patterns, underscoring the Day Center's vital role as a cornerstone of support and connection within the community.

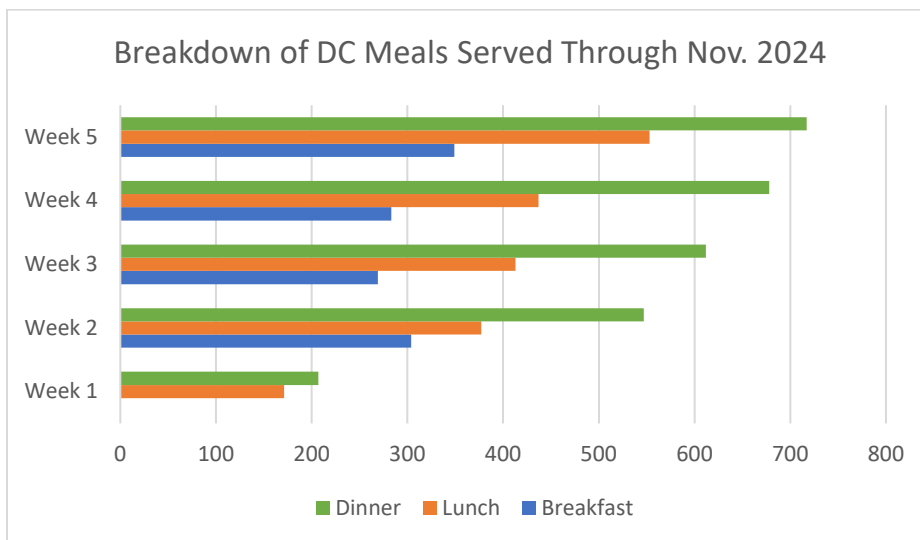
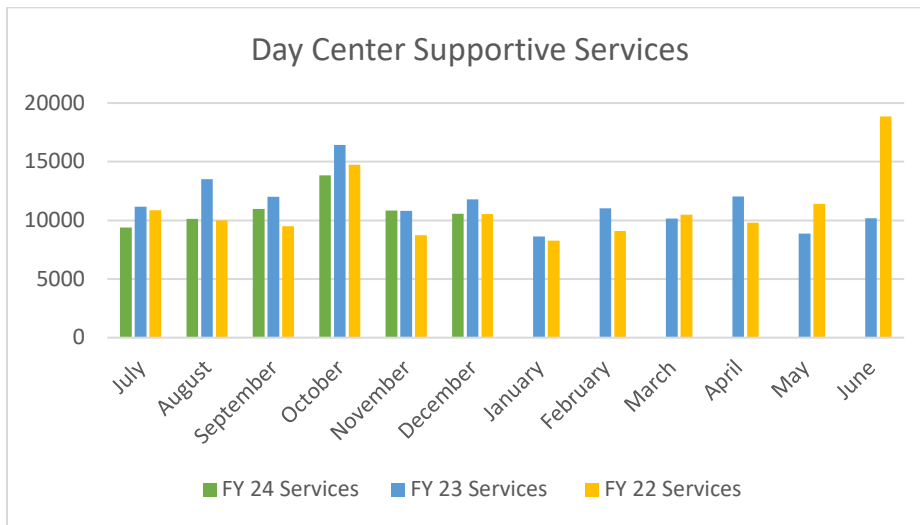
During November and December of 2024, the Day Center facilitated an impressive **6,660 service encounters**, achieving a daily average of **141 individuals served**. This sustained level of engagement underscores the persistent demand for essential services and reaffirms the Day Center’s pivotal role in addressing the critical needs of vulnerable populations. Such consistent utilization further validates the center's effectiveness as a trusted provider in the continuum of care within the community.



## Community Resource Program / HOME Youth Services - Sheltering

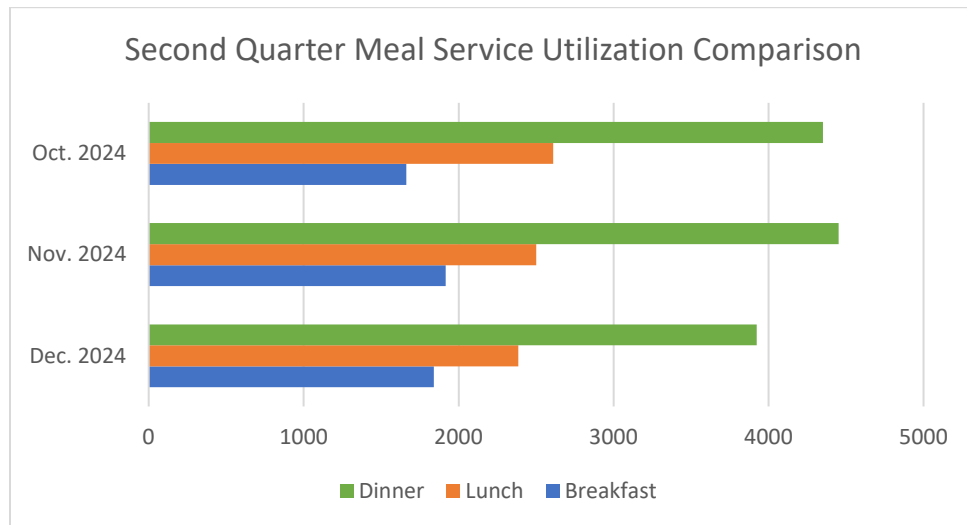
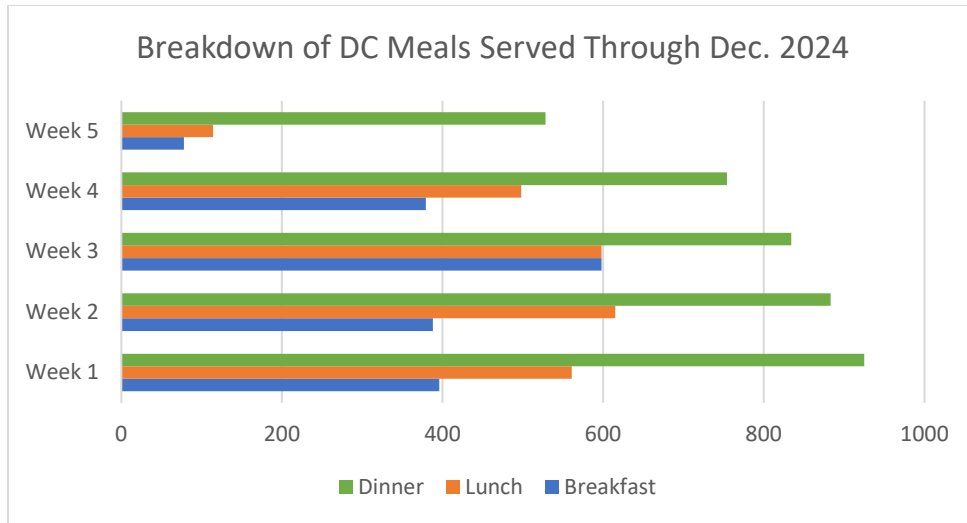
### ARCHES Basic Needs & Supportive Services:

During the months of November and December of 2024, the Day Center’s Supportive Services team successfully facilitated a total of **21,398 supportive service** transactions. Meal provision emerged as the most utilized service, totaling **12,447 breakfast, lunch, and dinner meals** served through November and December. The ARCHES Day Center team delivers approximately 75% of these services, with most food supplies sourced through partnerships with community stakeholders and generous public donations. The meal data from the Day Center reveals an upward trend in demand as SNAP benefits diminish over the course of the month. Dinner consistently sees the highest attendance, while many factors such as job searches or other service connections impact breakfast and lunch attendance. This trend can be viewed when comparing the data sets for the second quarter. This underscores the critical importance of maintaining all three meal services as integral components of the center’s offerings, highlighting their essential role in delivering comprehensive support to meet the community’s foundational needs.





## Community Resource Program / HOME Youth Services - Sheltering



### ARCHES Sheltering:

For fiscal year 2024 (July 1, 2024 through June 30, 2025), ARCHES will report on all sheltering programs, sharing information on how many households were served, what part of the two-county continuum those households originated from, and outcomes for those households.

The shelters served **30 new households** in November and **35** in December, with a remarkable **19,032 client service engagements** in November and **18,780** in December. These engagement counts include assistance with benefits, daily living support, or client wellness checks.

Second-quarter Shelter Bed Occupancy graphs show stable utilization across our four shelters, highlighting consistent demand for emergency housing. The data also reflects successful client transitions to positive housing outcomes, demonstrating the program's effectiveness in fostering long-term stability and independence.

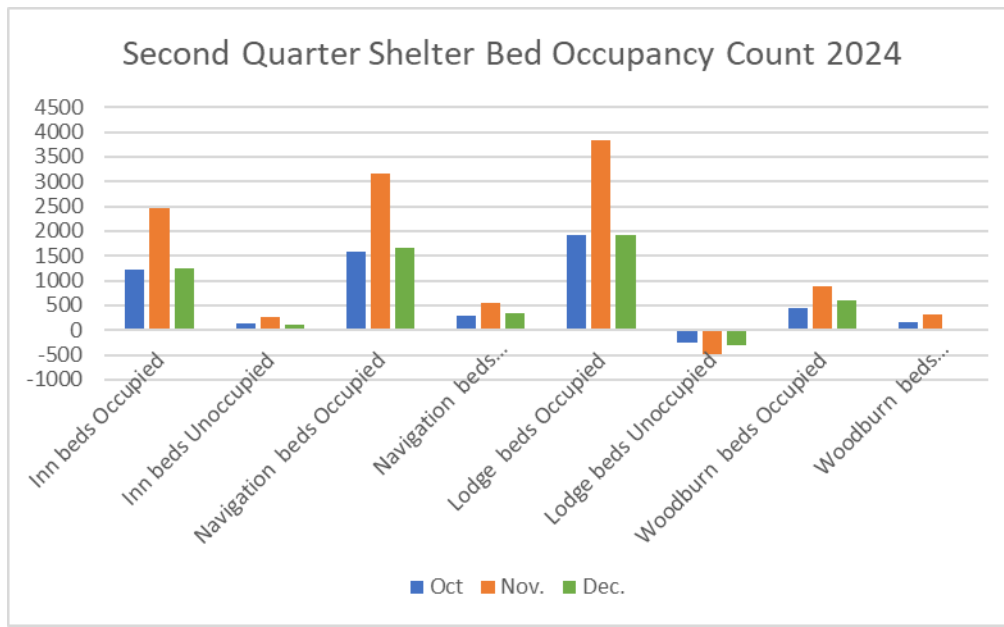
## Community Resource Program / HOME Youth Services - Sheltering

### ARCHES Shelter Programs November 2024 (NEW ONLY)

ARCHES Programs	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households who gain income	Number of Engagements	Household PH Exists	Rural Marion Households	Salem Metro Households (West, Salem, Keizer)	Rural Polk Households
ARCHES Inn	4	4	7	4	0	0	2568	0	4	0	0
Woodburn Shelter	11	11	7.5	11	0	3	1485	0	11	0	0
Navigation Center	9	9	9.58	9	0	2	6225	1	9	0	0
ARCHES Lodge	6	6	9.5	6	0	1	8754	1	0	5	1
Family Shelter	<i>Program Pending</i>										
<b>Nov. Client Served</b>	<b>30</b>	<b>30</b>	<b>8.395</b>	<b>30</b>	<b>0</b>	<b>6</b>	<b>19032</b>	<b>2</b>	<b>24</b>	<b>5</b>	<b>1</b>

### ARCHES Shelter Programs December 2024 (NEW ONLY)

ARCHES Programs	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households who gain income	Number of Engagements	Household PH Exists	Rural Marion Households	Salem Metro Households (West, Salem, Keizer)	Rural Polk Households
ARCHES Inn	5	5	9.75	5	0	0	3510	3	0	5	0
Woodburn Shelter	14	14	7.1	14	0	1	1216	4	14	0	0
Navigation Center	11	12	10.75	12	0	1	6054	0	0	11	0
ARCHES Lodge	5	5	10	5	0	0	8000	1	0	5	0
Family Shelter	<i>Program Pending</i>										
<b>Dec. Client Served</b>	<b>35</b>	<b>36</b>	<b>9.4</b>	<b>36</b>	<b>0</b>	<b>2</b>	<b>18780</b>	<b>8</b>	<b>14</b>	<b>21</b>	<b>0</b>



### Celebrating the Holidays:

During the holiday season, the shelters exemplified the essence of the holidays, creating warm and welcoming spaces, embodying the spirit of togetherness and community. For Thanksgiving and December celebrations, special holiday meals were thoughtfully prepared and served, creating a sense of comfort and joy for sheltering residents and Da Center clients. These meals not only featured traditional dishes, lovingly crafted by staff and volunteers, but also incorporated elements reflecting the cultural diversity of the individuals we serve.

## Community Resource Program / HOME Youth Services - Sheltering

The Thanksgiving meal was an abundant feast, fostering gratitude and connection among residents. Our resident **shelters served 171 meals**, while the **Day Center provided 161 meals**. Similarly, during the December holiday, shelter **residents were served 179 meals**, and the **Day Center provided 180 meals**. These events offered clients the opportunity to experience the joy of the season, enhanced by festive decorations, special treats, and the generosity of community partners and donors.

These holiday meals go beyond addressing hunger; they represent a moment of dignity, hope, and celebration for those navigating the challenges of homelessness. By prioritizing inclusivity and care, the shelter team reinforced the importance of holistic, compassionate support during the most meaningful times of the year.

### Outreach for July - December:

Monthly Outreach Service Transactions	Basic Needs - Service Transaction # & Facilitated Connection - Service Transaction #								
	Food	Weather Related Supplies	Hygeine Items	Pet Supplies	Camping Supplies	Medical/BH Connection	Crisis Care	Shelter Placement	Housing Assessment
July	3654	23	11	438	8	0	0	2	0
August	2048	2	45	233	1	0	0	0	0
September	1189	2	2	219	1	0	0	4	0
October	355	2	1	34	82	3	0	1	1
November	81	101	0	2	31	4	0	0	1
December	72	106	0	20	7	1	0	0	0
Combined Totals	7399	236	59	946	130	8	0	7	2

The Outreach team has demonstrated a robust commitment to engaging unsheltered individuals, as evidenced by the Monthly Outreach Service Transaction chart. This data highlights persistent service gaps within the community, emphasizing the need for targeted interventions. Since the start of the fiscal year, the team has facilitated **7,399 food-related service transactions** and successfully secured **shelter placements for 7 individuals**.

The recent decline in food service delivery correlates with reduced demand for water as temperatures dropped, reflecting seasonal trends. Despite this, the overall figures underscore the ongoing need for outreach services and the critical role the team plays in addressing food insecurity and housing instability among unsheltered populations. This impactful work reinforces the importance of proactive, client-centered approaches in bridging service gaps and supporting vulnerable individuals.

### 2023/24 Warming Shelter Season Impact:

The 2023/2024 warming shelter season, spanning from October through March, played a vital role in safeguarding vulnerable populations during the harsh winter months. By offering refuge from the cold, the program provided a critical lifeline for individuals experiencing homelessness and those at risk, helping to reduce exposure-related health risks and supporting overall well-being within the community.

## Community Resource Program / HOME Youth Services - Sheltering

The season's operations were centered around two primary locations, Salem First Presbyterian Church and The ARCHES Day Center. These locations served as safe havens, ensuring accessible and reliable shelter services to those in need. The comprehensive efforts of these shelters underscore the community's commitment to addressing homelessness and mitigating the challenges faced by individuals during winter.

This report offers an analysis of shelter activations, client demographics, and the overall impact of the warming shelter services. It highlights the effectiveness of the program in meeting the fundamental needs of the community's most vulnerable residents, and reflects on opportunities for continued collaboration and improvement in future shelter seasons.

Throughout the season, the warming shelters were **activated on a total of 25 days**, providing essential services to individuals in need during extreme weather conditions. Below is a detailed breakdown of activation days by month:

- October 2023 had 3 activations
- November 2023 had 6 activations
- December 2023 had 6 activations
- January 2024 had 7 activations
- February 2024 had 2 activations
- March 2024 had 3 activations

This showcases our proactive response to fluctuating temperatures and our commitment to community well-being. On designated activation days, the Arches Day Center extended its operations from 7:00 AM to 7:00 PM, implementing seamless client care coordination, including warm hand-offs for clients transitioning between day and evening services. Comprehensive transportation services ensured client accessibility to and from designated warming sites.

During these activation periods, clients at the Day Center and overnight Warming Shelter were provided with:

- Nutritional support through snacks and prepared meals
- Hygiene amenities including access to showers and laundry facilities
- Safe, heated overnight accommodations to promote rest and well-being

### Client Demographics

Over the course of the season, the warming shelters **served a total of 468 clients**, providing critical shelter and resources during adverse weather conditions. The following demographic breakdown offers insight into the diverse population served, highlighting our commitment to addressing the unique needs of each individual within our community.

## Community Resource Program / HOME Youth Services - Sheltering

- **Gender:**
  - 273 males
  - 99 females
  - 1 identified as non-binary
  - 1 questioning
  - 1 transgender
- **Pets:**
  - A significant aspect of service was the inclusion of pets, with **160 pets** being accommodated alongside their owners.

### Impact and Conclusion

The warming shelter season delivered vital services to a diverse population, including individuals of various gender identities and their pets. Consistent activations throughout the winter underscored the demand for these services, with effective transportation logistics ensuring client access. This data reflects a pressing need for ongoing support and targeted outreach to the homeless community, particularly during extreme weather events. Looking ahead to the 2024/25 season, an analysis of this data has provided valuable insights into areas where service delivery can be optimized. Focused efforts on expanding capacity and enhancing outreach, particularly in targeted rural areas, will be essential for improving accessibility and effectiveness in future seasons. These insights will guide strategic planning to better meet the needs of underserved populations and ensure a more robust and responsive shelter network.

### Strategic Expansion of Warming Shelters for 2024/25:

This season, we are strategically expanding our warming shelter network to encompass four additional locations, reinforcing our commitment to address the diverse needs of our community, including underserved rural areas such as Woodburn and Mill City. This expansion ensures that individuals in these regions have reliable access to safe, warm shelter and essential support services during extreme weather conditions.

- The shelters supported by MWVCAA include:
  - First Presbyterian
  - Woodburn Rural Shelter
  - SOCC in Mill City
  - ARCHES Day Center
- A fifth shelter is supported financially:
  - Seed of Faith (sub-grantee)

This initiative highlights our dedication to enhancing emergency response capabilities and ensuring comprehensive coverage for vulnerable populations across all areas we serve.

## Community Resource Program / HOME Youth Services - Sheltering

Transportation services are available to ensure safe and efficient access to the warming shelters, with dedicated shuttles departing from ARCHES (615 Commercial St. NE) to Salem First Presbyterian and our valued community partners at Seed of Faith, and returning clients to ARCHES the following morning. Shuttle operations begin at 6:00 PM and continue until all clients are safely transported to a warming shelter, maximizing accessibility and support during evening hours.

To enhance client outreach and ensure no one is left without shelter, warming center staff conduct regular city-wide outreach sweeps throughout the night. These proactive patrols are designed to locate, assist, and transport unsheltered individuals to designated warming locations. This approach not only increases access to essential services but also reflects a commitment to comprehensive, responsive support for our vulnerable populations during the winter months. By providing safe transportation and engaging in continuous outreach, the ARCHES team and its partners prioritize the health, safety, and dignity of each client.

### Operating Hours & Service Schedule

- Shelter Operational Hours:
  - Shelter services are provided from 7:00 PM to 7:00 AM, aligning with the overnight care model for individuals experiencing homelessness or crisis situations.
- Staff Arrival and Setup:
  - Shelter staff are required to arrive by 6:00 PM to begin pre-operational tasks, including preparing facilities, setting up sleeping arrangements, and ensuring all necessary supplies are in place for client care.
- Client Intake and Check-In:
  - Client intake begins promptly at 7:00 PM, where clients are checked in, verified, and assigned to available sleeping areas. This process includes a security screening, health assessments, and provision of personal protective equipment (PPE) as necessary.
- Wake-Up Protocol:
  - Clients are woken up at 5:30 AM to begin their morning routines. This includes preparing for departure and ensuring readiness for transport.
- Meal and Nutrition:
  - A nutritious breakfast is provided to clients before they leave the shelter, addressing any immediate nutritional needs.
- Client Shuttling to ARCHES:
  - After breakfast, clients are transported to ARCHES (or the designated follow-up facility) by shuttle service for continued care, support, and access to daytime services.

This breakdown reflects common practices in the field of emergency shelter management, prioritizing client safety, wellness, and a structured transition between overnight care and daytime services.

### **Meal Provisions**

Historically, the Presbyterian Church has supplied basic, shelf-stable meal options such as instant noodles, granola bars for dinner, and oatmeal for breakfast, focusing on convenience and minimal preparation time. This year, in collaboration with ARCHES and Navigation Kitchens, we are enhancing our meal offerings by transitioning to more nutritionally balanced, hot meal options. These will include hearty soups, stews, and other wholesome, protein-rich dishes, designed to provide improved nourishment during shelter operations. This initiative aims to elevate the nutritional value of meals, promoting better overall health and well-being for individuals accessing shelter services.

### **In Closing**

The establishment of warming shelters plays a critical role in fostering community resilience, providing a vital safety net for individuals experiencing homelessness or crisis situations. By offering immediate access to safe, stable shelter and nutritious meals, these shelters not only meet the basic needs of vulnerable populations but also serve as a key point of connection to broader support systems, including healthcare, mental health services, and case management resources. The impact of warming shelters extends beyond temporary relief, contributing to long-term community health and well-being by ensuring that individuals are treated with dignity, respect, and the care necessary to help them regain stability and autonomy. In partnership with local organizations, such as ARCHES Day Center, and the Navigation Kitchen, we continue to enhance the support network, ensuring that our shelters are not just places of refuge, but catalysts for transformation and pathways to sustainable housing and self-sufficiency.

**HOME Youth Services - Sheltering  
October 2024**

**The Drop-In Day Center**

**Program Description:**

The Drop-In offers comprehensive support to youth aged 11-18 in their community. Operating five days a week, including weekends when school facilities might not be available, ensures consistent access to services. The extended hours from Thursday to Monday, 12-7pm, accommodate varying schedules and provide ample opportunity for youth to engage.

On-site there is a wide variety of services that address multiple needs. Offering two hot meals a day, food boxes, access to a food pantry, and a clothing closet ensures that basic needs for sustenance and clothing are met. Additionally, essential care kits, mail services, and showers contribute to the well-being and dignity of the youth accessing the center.

The inclusion of case management services indicates a commitment to providing personalized support and guidance to help youth navigate their circumstances and access additional resources as needed. Creating a safe and enjoyable environment fosters positive connections and encourages youth to engage with the services provided, ultimately supporting their overall well-being and potential pathways out of homelessness or housing instability.

**Drop-In Day Center Data & Activities:**

The Drop-In Day Center is still under revitalization as we await the opening of the adjoining family center. Program staff have been responding to youth needs through phone communication. Staff have been providing basic needs care kits and food boxes to Drop In youth.

The Youth Empowerment Program (YEP) completed its final cycle. Youth completed the culinary arts program and shifted to organize the food pantry. They set up the pantry and fielded food box orders, getting them ready for community youth in need. The youth interns prepped and provided boxes for 30 individuals. The youth interns concluded their final program day by passing out food boxes to youth at our Drop in Thanksgiving feast.

Taylor's House youth along with staff, prepared a feast with all the trimmings for our annual Thanksgiving Feast. The Drop In opened its doors to community and youth and family members enjoyed a meal together. After dinner, staff passed out food boxes to youth and families for the long holiday weekend.



## Community Resource Program / HOME Youth Services - Sheltering



\*\*Above, Program Manager, David Simpson, and staff Ashley Mendez enjoy time with community.

This winter, the Drop In kicked off its youth steering committee, Youth Voices. This committee consists of 5 youth who have lived experience and have engaged with HYs programing. The committee met biweekly for 2 hours. They developed goals and provided essential input in Taylor’s House processes. The team tackled the intake process, in which youth come in to care, it can be a lengthy and arduous process. The youth committee identified language changes that would youth would be more receptive too as well as creating an intake follow-up so that more intimate personal details can be shared in an intentional and trauma informed manner. Taylor’s house implemented these valuable updates and youth were receptive. The committee also provided key feedback in program electronic policy and potential upgrades. This committee will be petitioning for continued funding for 2025 and will continue to meet in the new year.

Looking forward, Drop In plans to follow open in Winter 2025. We will be open to youth for drop-in services 3 days a week and scheduled case management 5 days a week. The Drop In will serve hot meals again, maintain its robust food pantry and strengthen supports to community youth.

### **Taylor’s House- Emergency Shelter:**

#### **Program Description**

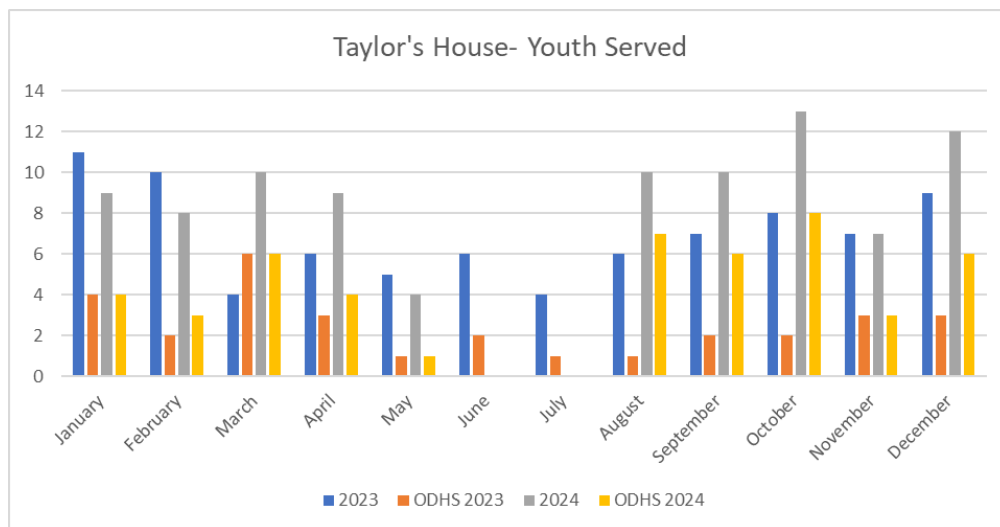
Taylor's House is a resource for youth aged 11-18 in need of emergency shelter and support. Providing a safe environment that prioritizes safety, stability, and growth is crucial for these vulnerable individuals.

## Community Resource Program / HOME Youth Services - Sheltering

The capacity for 10 individuals allows for personalized attention and support, fostering a sense of community and belonging.

The co-ed accommodations and structured programs demonstrate a commitment to inclusivity and holistic development. By integrating youth into the community, Taylor's House not only provides immediate shelter but also seeks to empower youth to thrive beyond their time at the shelter.

The dedicated spaces for meetings, recreational activities, and mental health services acknowledge the importance of addressing both practical and emotional needs. Access to nourishment, hygiene facilities, technology, transportation, and personalized coaching ensures that all basic needs are met, setting a solid foundation for the youth to focus on their personal growth and future goals.



### Taylor's House Data & Activities

Taylor's House provides bed nights to youth 11-18. Taylor's house served 16 youth in October, including 9 ODHS youth. The emergency shelter provided 389 bed nights in November and December. The program saw an increase in intakes this winter and was often at full capacity. Taylor's House staff focused on holiday activities and community connection.

In November, Taylor's House youth planned a Thanksgiving feast for community youth. They developed mela plans, shopping lists, and cooked for youth at the Drop In. The residents celebrated the holiday with games, a family style meal, and they decorated for Christmas.



## Community Resource Program / HOME Youth Services - Sheltering

In December, Taylor's House residents celebrated the season and welcomed vacation time with community events. They explored the OMSI museum, Petros pizza, Oregon Zoo light fest, and much more. Youth celebrated the day with gifts and a family style meal.



### Future Plans

Taylor's House services will be continuing to focus on staffing to increase program stability and support. Taylor's house will also continue to prepare for dual programming as we aim to welcome David's House youth at the house.

### Success Story: Home Youth Services – Taylor's House

*Taylor's House saw 2 successful family reunifications this period of youth that had been in the program a while. The first youth reunited with her family after 4 years in foster care. Taylor's House Positive Youth Development Framework (PYD) provided the structure and care this youth needed to stabilize and sustained engagement with school. The second youth was an Independent Living Program resident, who had been with Taylor's House long term. The structure and stability supported opportunity to reunify with a kinship plan.*

*~Taylor's House Staff*



Mid-Willamette Valley  
**COMMUNITY ACTION**  
**The ARCHES Project**

**CRP Housing Board Report – January 2025**

**Welcome to our Housing Board Report:** This month, the team will be providing reports highlighting the outstanding efforts of both the Community Resource Program (CRP) and Homeless Youth Services (HYS). This issue includes a detailed account of the exceptional work accomplished by CRP and HYS housing teams in November and December.

**ARCHES Housing**

The ARCHES Housing Rapid Re-Housing (RRH) teams play a critical role in supporting individuals and families who have faced homelessness. By providing both financial assistance and case management, they help clients move from homelessness to stable housing. The program’s flexible rent assistance, which can last from 4 to 24 months, ensures that people have the time and support needed to regain self-sufficiency. In addition to financial help, case management is a key element of the program, offering personalized guidance to help clients develop the skills and resources necessary for long-term stability and independence in their housing situations. The ultimate goal is to empower clients to successfully transition into a permanent, sustainable living arrangement.

In November, the RRH team made a significant impact, serving **25 new households**, which included 32 adults and 18 children. Notably, **56% of all households served were from rural areas**, highlighting the team's commitment to reaching and supporting communities in more remote areas and rural regions.

ARCHES Rapid Re Housing November											
ARCHES Program	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem,Keizer)	Rural Polk Households
<b>Marion County Housing</b>											
MC COC	1	2	9	2	0	0	1	0	0	1	0
MC-TBA	1	5	8	2	3	0	0	0	1	0	0
MC -ORI	0	0	0	0	0	0	0	0	0	0	0
MC LTRA	0	0	0	0	0	0	0	1	0	0	0
<b>Polk County Housing</b>											
PC COC	11	20	8.36	13	7	6	5	0	0	0	11
PC TBA	0	0	0	0	0	0	0	0	0	0	0
PC ORI	0	0	0	0	0	0	0	0	0	0	0
PC - LTRA	0	0	0	0	0	0	0	2	0	0	0
<b>Family Services Housing</b>											
DHS Frest Start	9	9	N/A	9	0	4	5	2	1	8	0
HSP	3	14	N/A	6	8	1	2	3	2	1	0
<b>November Clients Served</b>	<b>25</b>	<b>50</b>	<b>7.91</b>	<b>32</b>	<b>18</b>	<b>11</b>	<b>13</b>	<b>8</b>	<b>4</b>	<b>10</b>	<b>11</b>

## Community Resource Program/ HOME Youth Services - Housing

In December, the RRH team continued its vital work by serving **18 new households**, comprising **23 adults and 30 children**. Additionally, the team successfully helped **11 households transition to permanent housing**, marking a significant achievement in the teams mission to stabilize families and individuals. This progress highlights the effectiveness of the program in not only providing short-term support but also in helping clients secure long-term housing solutions.

ARCHES Rapid Re Housing December											
ARCHES Program	Households Served	Individuals Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem,Keizer)	Rural Polk Households
<b>Marion County Housing</b>											
MC COC	0	0	0	0	0	0	0	0	0	0	0
MC-TBA	0	0	0	0	0	0	0	0	0	0	0
MC -ORI	0	0	0	0	0	0	0	0	0	0	0
MC LTRA	0	0	0	0	0	0	0	0	0	0	0
<b>Polk County Housing</b>											
PC COC	4	10	8.35	5	5	2	2	0	0	0	4
PC TBA	0	0	0	0	0	0	0	0	0	0	0
PC ORI	0	0	0	0	0	0	0	0	0	0	0
PC - LTRA	0	0	0	0	0	0	0	1	0	0	0
<b>Family Services Housing</b>											
DHS Frest Start	7	10	N/A	7	3	4	3	6	1	6	0
HSP	7	33	N/A	11	22	2	5	4	2	7	0
<b>December Clients Served</b>	<b>18</b>	<b>53</b>	<b>7.91</b>	<b>23</b>	<b>30</b>	<b>8</b>	<b>10</b>	<b>11</b>	<b>3</b>	<b>13</b>	<b>4</b>

As of December 31st, marking the end of the 2nd Quarter, the ARCHES RRH team has made a significant impact by serving **200 households** over the past three months. These households received a combined total of **435 months** of rent assistance, with an average rent payment of \$1,205.08 per household. The total amount of rent payments provided during this period reached **\$510,191.67**. This substantial investment highlights the team's ongoing commitment to supporting individuals and families in their journey toward housing stability and self-sufficiency.

RRH 2nd Quarter Rent Payments (October 1st,2024-December 31st, 2024)			
Core Programs	Avg. Monthly Rent Payment (\$)	# of Total Months of Assistance	Financial Assistance Total (\$)
PC - CoC	\$1,232.00	27	\$33,264.00
PC - TBA	\$900.00	15	\$13,500.00
PC-ORI	\$1,209.00	45	\$54,405.00
PC - LTRA	\$1,227.00	132	\$161,964.00
MC - CoC	\$998.86	31	\$30,965.00
MC - TBA	\$1,334.14	20	\$26,683.00
MC-ORI	\$1,310.25	11	\$14,412.75
MC - LTRA	\$1,064.00	132	\$140,448.00
HSP	\$1,570.45	22	\$34,549.92
<b>2nd Quarter</b>	<b>\$1,205.08</b>	<b>435</b>	<b>\$510,191.67</b>

## Community Resource Program/ HOME Youth Services - Housing

### Health Related Social Needs: A Program Overview

Health related social needs are those needs that go beyond what is received in the hospital. A new program at Community Action Agency, HRSN, is committed to providing care for clients who are experiencing health related crises.

Providing stable housing is an effective way to improve health outcomes. Stable housing reduces exposure to physical risks, promotes better mental health, improves access to healthcare, and supports the management of chronic conditions, ultimately leading to lower healthcare costs and better quality of life. The Health-Related Social Needs program (HRSN) addresses health-related social needs like stable housing for the Mid-Willamette Valley community. HRSN operates in coordination with the Oregon Health Plan (OHP) and provides a variety of social support services to ensure stability and self-sufficiency for OHP members in the community. These services include outreach, engagement, case management, rental assistance, and utility assistance – because stable homes build healthier lives.



### Services Offered

HRSN provides several key services that staff will facilitate for clients:

- Outreach and Engagement Services
  - Identifying members who may be eligible for HRSN
  - Connect members to healthcare services, non-healthcare services and well-being needs.
- Housing-Related Supports
  - Rent Assistance
  - Utility Assistance

### Target Population

HRSN has 4 key criteria that a person must meet eligibility for HRSN: They are an enrolled member of Oregon Health Plan (OHP). The members are part of a covered population which includes unsheltered or at-risk individuals. The member has a clinical risk factor. This long list includes: repeated emergency department use, complex behavioral or physical health conditions, currently pregnant or 12 months postpartum, less than 6 years of age, or more than 65 years of age. The member has a social risk factor. The member's household must have an income that is 30% or less the area median income and lack sufficient resources or support networks to prevent homelessness.

The HRSN Program at ARCHES is committed to promoting equity and enhancing community engagement. To better serve the diverse needs of our community, we have hired Spanish-bilingual staff members to ensure inclusive and effective support. With the first 4 weeks of the program underway we have 12 active clients with 32 more going through our prescreening as of the holiday season, 18 staff trained to provide HRSN services across multiple housing programs. As our staff levels increase, we expect to be able to offer rental, utility, and resource services to hundreds of clients in Marion and Polk counties.

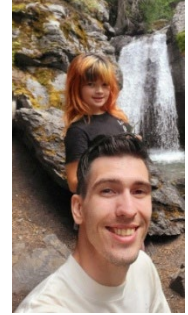
### MWVCAA – CRP Staff Spotlight – Logan Garcia – HRSN & Systems Program Manager

*“Logan Garcia began working with Community Action in March of 2021 during the height of the COVID pandemic. He worked with clients to keep them housed when there were little options for those struggling. Since that time, Logan has become a valuable asset to the CRP housing team.*

*The Flathead Reservation in Montana is where Logan called home for 21 years before he moved to Oregon. In his spare time Logan can be found exploring the nuances and wonders of the Chat GPT technology. At other times Logan appreciates spending time with his daughter, or at the air hockey table at Coin Jam in downtown Salem.*

## Community Resource Program/ HOME Youth Services - Housing

*In his current role, Logan is responsible for implementing our Health-Related Social Needs program. This program is focused on assisting households under 30% of the area median income who also have significant barriers such as affordable housing, utilities, lack of access to healthy food, and personal safety which impact an individual or family's ability to maintain health and well-being. As an HRSN provider Logan takes pride in being able to provide services to clients in a way that is culturally and linguistically appropriate, responsive and trauma-informed.*



*Logan is a valuable asset to the CRP Housing team. We appreciate all the hard work and dedication he puts in to perfecting the workflows that make his team successful in supporting individuals and families. It has been exciting to watch Logan grow over the past 3 years and we are enthusiastic to see where he will take his position and his team with the HRSN program in the future."*

Tim Weese- CRP Housing Associate Director

### Eviction Prevention

ARCHES Housing Eviction Prevention Program focuses targets individuals and families who are at risk of losing their homes due to an inability to pay rent consistently. By providing financial assistance, prevention helps tenants avoid eviction and stay in their homes. This proactive approach not only prevents the immediate crisis of homelessness but also helps to preserve housing stability for individuals and families.

In the month of November Eviction Prevention teams provided rental assistance to **74 households**. These households are comprised of **108 adults** and **115 Children**. **73%** of all rental payments in November, were made on behalf of households in rural areas.

Resource Services - Eviction Prevention November										
ARCHES Program	Households Served	Individuals Served	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem, Keizer)	Rural Polk Households
Salem Resource Services	23	70	32	38	0	23	23	2	20	1
Polk County Resource Services	39	116	60	56	0	39	39	0	0	39
Woodburn Resource Services	8	31	12	19	0	8	8	8	0	0
Mill City Resource Services (SOCC)	4	6	4	2	0	4	4	4	0	0
<b>Nov Clients Served</b>	<b>74</b>	<b>223</b>	<b>108</b>	<b>115</b>	<b>0</b>	<b>74</b>	<b>74</b>	<b>14</b>	<b>20</b>	<b>40</b>

In the month of December the team assisted **86** household with rental assistance. **67%** of the households that received services lived in rural areas. Ensuring that **127 adults** and **148 children** could have a roof over their heads for the holiday season.

Resource Services - Eviction Prevention December										
ARCHES Program	Households Served	Individuals Served	Adults	Children	Households Searching	Households in Housing	Household PH Exists	Rural Marion Households	Salem Metro Households (West,Salem, Keizer)	Rural Polk Households
Salem Resource Services	29	85	42	43	0	29	29	1	28	0
Polk County Resource Services	38	109	58	51	0	38	38	0	0	38
Woodburn Resource Services	9	37	13	24	0	9	9	9	0	0
Mill City Resource Services (SOCC)	10	44	14	30	0	10	10	10	0	0
<b>Dec Clients Served</b>	<b>86</b>	<b>275</b>	<b>127</b>	<b>148</b>	<b>0</b>	<b>86</b>	<b>86</b>	<b>20</b>	<b>28</b>	<b>38</b>

### Community Resource Program/ HOME Youth Services - Housing

For the second quarter ending December 31st, the Eviction Prevention teams across Marion and Polk Counties successfully worked to prevent evictions and provide critical housing stability to local residents. During this three-month period, the teams delivered **449 months** of rental assistance, amounting to a total of **\$604,652.08** in financial support. This concerted effort helped numerous households retain their housing and maintain stability in the face of financial challenges.

Eviction Prevention 2nd Quarter Rent Payments (October 1st, 2024-December 31st, 2024)			
ARCHES Program	Avg. Monthly Rent Payment (\$)	# of Total Months of Assistance	Financial Assistance Total (\$)
Salem - Eviction Prevention	\$1,485.66	189	\$280,789.01
Polk County Resource Services	\$1,734.35	118	\$204,653.30
Marion County Resource Services	\$1,075.41	118	\$88,183.99
Mill City Resource Services	\$1,292.74	24	\$31,025.78
2nd Quarter	\$1,397.04	449	\$604,652.08

#### ARCHES Housing Coordinated Entry

ARCHES play a crucial role in serving the community by offering Coordinated Entry Assessments, which are essential for connecting individuals and families to the appropriate resources and services. The assessment team works closely with rural partners to ensure that those in need receive timely and accurate assessments.

In the month of November, the assessment team provided **59 assessments**. **44%** of these assessments were conducted in partnership with our rural partners.

ARCHES Housing Coordinated Entry November							
ARCHES Program	Households Served	Adults	Children	Veterans	Number of Service		
					Rural Marion	Salem Metro (West, Salem, Keizer)	Rural Polk
Coordinated Entry - Homeless	59	63	13	3	15	33	11
<b>November Clients Served</b>	<b>59</b>	<b>63</b>	<b>13</b>	<b>2</b>	<b>15</b>	<b>33</b>	<b>11</b>

In the month of December, the assessment team provided **68 assessments**, serving **88 individuals**. 30% of these assessments conducted in rural areas.

ARCHES Housing Coordinated Entry December							
ARCHES Program	Households Served	Adults	Children	Veterans	Number of Service		
					Rural Marion	Salem Metro (West, Salem, Keizer)	Rural Polk
Coordinated Entry - Homeless	68	72	16	4	1	47	20
<b>December Clients Served</b>	<b>68</b>	<b>72</b>	<b>16</b>	<b>2</b>	<b>1</b>	<b>47</b>	<b>20</b>



### Community Resource Program/ HOME Youth Services - Housing

The end of the 2<sup>nd</sup> quarter marks the first quarter that the Coordinated Entry team no longer completed assessments on a walk-in basis at the 615 Commercial St office. With the focus on rural partners and sheltering clients, the team completed **183 assessments**, 38% serving rural clients.

ARCHES Housing Coordinated Entry 2nd Quarter (October 1st, 2024-December 31st, 2024)							
ARCHES Program	Households Served	Adults	Children	Veterans	Number of Service		
					Rural Marion	Salem Metro (West, Salem, Keizer)	Rural Polk
Coordinated Entry - Homeless	183	197	52	9	29	113	41
<b>2nd Quarter</b>	<b>183</b>	<b>197</b>	<b>52</b>	<b>2</b>	<b>29</b>	<b>113</b>	<b>41</b>

#### ARCHES Supported Housing

Permanent Supportive Housing (PSH) is an intervention that combines affordable housing assistance with voluntary support services to address the needs of chronically homeless people. The services are designed to build independent living and tenancy skills and connect people with community partners. The ARCHES PSH programs in partnership with Salem Housing Authority (SHA) strive to create connection and community through case management and community events. The ARCHES PSH programs include Redwood Crossing, Sequoia Crossing, and Yaquina Hall.

The PSH teams in November provided **1300 engagements** with the residents. These engagements included assistance with benefits, thanksgiving meals, and eviction prevention services in partnership with SHA.

Supported Housing	ARCHES Permanent Supportive Housing November						
	Households Served	Individuals Served	Adults	Children	Number of Engagements	Household PH Exists	New Move-Ins
Redwood Crossing	20	20	20	0	436	2	1
Sequoia Crossing	60	65	62	3	724	1	0
Yaquina Hall	42	42	42	0	303	0	0
<b>November</b>	<b>122</b>	<b>127</b>	<b>124</b>	<b>3</b>	<b>1463</b>	<b>3</b>	<b>1</b>

The PSH Teams in December provided **1758 engagements** with the residents. With **13** new move ins between the sites, these engagements included move in assistance, resource referrals, and holiday celebrations.

Supported Housing	ARCHES Permanent Supportive Housing December						
	Households Served	Individuals Served	Adults	Children	Number of Engagements	Household PH Exists	New Move-Ins
Redwood Crossing	22	22	22	0	500	3	4
Sequoia Crossing	60	71	64	7	1046	0	3
Yaquina Hall	40	40	40	0	212	0	6
<b>December</b>	<b>122</b>	<b>133</b>	<b>126</b>	<b>7</b>	<b>1758</b>	<b>3</b>	<b>13</b>

## Community Resource Program/ HOME Youth Services - Housing

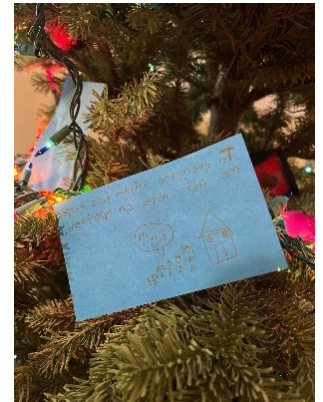
2<sup>nd</sup> Quarter for PSH was busy and successful, with 16 move-in and 100% of them coming from shelters or a place not meant for habitation. The team provided **4662** service engagements over the three-month period.

Supported Housing	ARCHES Permanent Supportive Housing 2nd Quarter (October 1st, 2024-December 31st, 2024)							
	Households Served	Individuals Served	Adults	Children	Number of Engagements	Household PH Exists	BIPOC Households Served	Unsheltered Households Served
Redwood Crossing	26	26	26	0	1432	5	2	7
Sequoia Crossing	63	67	63	4	2506	1	0	3
Yaquina Hall	47	47	47	0	724	2	0	6
<b>2nd Quarter</b>	<b>136</b>	<b>140</b>	<b>136</b>	<b>4</b>	<b>4662</b>	<b>8</b>	<b>2</b>	<b>16</b>

### Permanent Supportive Housing – Holiday Events



PSH Supportive Services hosted a variety of holiday activities to bring joy and support to their community members. These activities included festive events, gift-giving initiatives, and opportunities for socializing and connection. The goal was to create a sense of warmth and inclusion for those receiving supportive services, providing them with both emotional and material support during the holiday season. The activities fostered a sense of belonging and community, helping individuals to feel valued and cared for during this special time of year.



Redwood Crossings hosted a community dinner for all residents. The meal was prepared by both staff and residents throughout the day. Dinner was served to residents in a community setting. During the dinner, residents were invited to decorate the Redwoods Holiday Tree. Decorations included notes of gratitude, hopes for the upcoming year and holiday greetings. This event was a big success!

Yaquina Hall hosted a community cookie decorating and movie day for all residents and guests. This was an all-day event held in the community room. Jada handmade a batch of hot chocolate and whipped up sugar cookies for decorating. Residents also got to choose a holiday movie to play and pop some popcorn. This event was well received by all in the community.



Sequoia Crossings staff worked a together putting together a home style Holiday event. Residents were invited to come and help decorate the community tree while enjoying hot chocolate and baked treats. Sequoia's community consists of families and single adults and this



was an opportunity to connect residents. Holiday music played while attendees mingled and shared hopes for the upcoming year. This event was a huge hit for the residents and staff alike!

## Community Resource Program/ HOME Youth Services - Housing

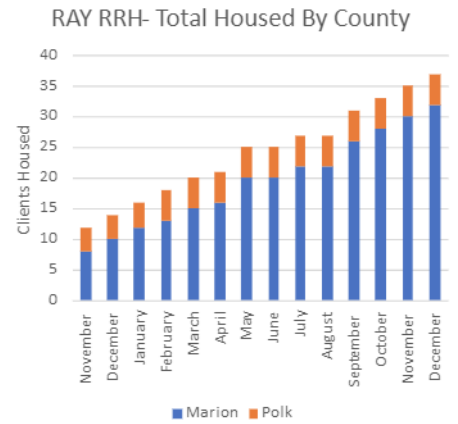
### HOME Youth Services- Housing November 2024

#### Rental Assistance for Youth (RAY) Rapid Re-Housing

##### Program Description

The HYS Rental Assistance for Youth Rapid-Rehousing program, established in response to state initiatives like the Oregon Legislature's House Bill 2163, aids youth aged 16-24 in their transition from homelessness to self-sufficiency. This program, which launched as a pilot in 2023, is a direct effort to address the critical need for housing stability among young Oregonians. It offers rental assistance and a spectrum of support services aligned with the Statewide Housing Plan's emphasis on collaboration, equity, and racial justice.

Participants receive tailored case management, which includes financial aid for rent, utilities, and furnishing homes, professional development, such as job search assistance, personal goal support, such as help with legal documents, and medical care coordination, including dental health. The program also facilitates a unique "Quality of Life" allowance to further empower the youth in their journey towards independence.

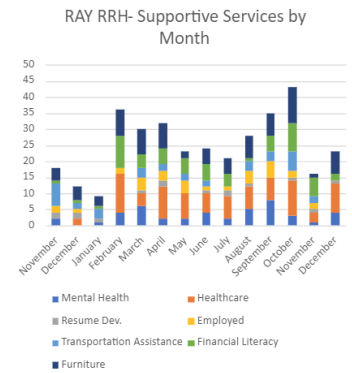


##### Current Activities

Rental Assistance for Youth RRH- New Housing Placements														
RRH Program	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Marion	2	2		2	1	1	4		2		4	2	2	2
Polk	1			2										
<b>Total Clients Served</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>

The final months of the year brought both transitions and successes for the RAY program. In November, the team prepared for an internal move within the ARCHES building while simultaneously managing staff transitions and beginning to work with a record number of new clients. During this time, RAY successfully housed two additional clients, marking continued progress in helping youth transition into stable housing. November also saw the training of a new staff member, hired the previous month, to strengthen the team's capacity and maintain high-quality support for clients.

In December, the RAY program faced a bittersweet moment as they said farewell to a long-time staff member who moved on to a new career outside of social work. Despite this change, the team completed their move within the ARCHES building, allowing for a refreshed and organized work environment. The month concluded with the housing of two additional clients.



##### Future Plans

As the new year begins, the RAY program is actively collaborating with the Oregon Housing and Community Services (OHCS) to explore potential funding opportunities for 2025 and 2026. Efforts are underway to fill the recently vacated staff position, which will enhance the program's capacity to serve clients effectively.

The program also plans to strengthen its outreach by reconnecting with both past and new community partners. These efforts strive to solidify relationships, increase referrals, and expand access to RAY's services. Additionally, RAY will continue housing new clients at a consistent rate of 2-3 per month while refining internal processes, including the intake experience and case conferencing. RAY is also working on addressing recent staff turnover to train new staff which will result in achieving previous supportive service activity levels.

## Community Resource Program/ HOME Youth Services - Housing

### Client Success Story

*Levi was referred to the RAY program after a visit to the Psychiatric Crisis Center, where he sought support following severe mental health challenges while living on the streets. Despite these struggles, Levi demonstrated remarkable determination to achieve self-sufficiency and find stable housing. While navigating homelessness, he worked tirelessly at a fast-food job, picking up as many extra shifts as possible, and alternated between sleeping on the street or in a friend's backyard. Levi's housing journey was far from straightforward. An issue with his legal name and identification delayed the process, but Levi's perseverance never wavered. He attended every appointment early, sought out additional services, and even participated in the RAY program's Thanksgiving event, where clients gathered to meet, share a meal, and build community. With RAY's assistance, Levi resolved the identification issue and was ultimately approved for his first-choice apartment. On December 28th, 2023, Levi moved into his new home, a milestone that marked a major step forward in his journey. While in the program, Levi continued to face significant challenges, including being laid off from two jobs and ongoing struggles with his mental health. Yet, with unwavering support from the RAY team, Levi persisted in working toward his goals. He mended his relationship with his mother, who became a key source of encouragement and support. Upon exiting the program, Levi moved back in with his mother, where he found a renewed sense of connection and stability. In his final months with the program, Levi made strides toward obtaining his GED, passing assessment tests and being placed on the waitlist for GED courses. He also pursued his goal of learning to drive, taking two knowledge tests. Although he didn't pass initially, Levi remained determined, assuring staff he would be driving soon. In one of his last meetings with staff, Levi shared that he had been spending more time with his family, routinely cooking dinner for them. He beamed with pride as he recounted their compliments on his meals and expressed excitement about cooking more for his loved ones in the future.*

- Will Wacha, RAY Program Manager

### David's House

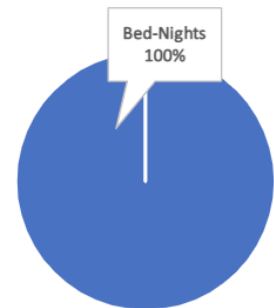
#### Program Description

David's House is a Transitional Home for unstably housed youth in Polk and Marion Counties. The project is designed to provide a safe and nurturing environment for youth ages 14-18, focusing on increasing access to services in rural Polk County and providing youth housing within their own community. The program's approach is centered on community collaboration and support, ensuring that our services are impactful and sustainable. The House will open initially with 5 youth, expanding to serve 10. A youth's length of stay will depend upon individual needs, ranging from a matter of weeks up to 24 months. With 24/7 on-site staffing, it operates like a real home, providing meals, chores, homework assistance, transportation to health services, and other essential supports.

#### David's House Current Activities

The holiday season was vibrant and eventful at David's House, bringing joy and meaningful experiences for the youth. Thanksgiving was marked by a traditional meal prepared by staff, providing a comforting sense of home. Youth had time off from school to pursue personal interests, spend time with friends, and, for some, work toward family reunification. Christmas was equally celebrated, with the holiday spirit filling the house through generous community donations, festive decorations, and memorable outings. Youth participated in activities such as visiting Zoo Lights at the Oregon Zoo, attending a performance

David's House- Nov. & Dec.  
2024 Utilization Rate



## Community Resource Program/ HOME Youth Services - Housing



of *The Nutcracker* ballet at The Elsinore Theater, and experiencing the Krampus Haunted House at The Fear PDX. Additionally, several youth gave back by volunteering with Rural Polk Outreach meal delivery efforts, exemplifying their desire to contribute to the community.

The youth also enjoyed shopping trips to the Woodburn Outlet Mall, where each received a personal budget to purchase clothing, shoes, and other essentials, further supporting their individual needs and self-confidence. Community generosity shone through the donation of a Christmas tree from the Polk Community Resource Center and gifts from Toys for Tots and Mid-Willamette Valley Community Action Agency's Giving Tree program. Other donations, including gently used clothing and Christmas decorations, helped create a warm and festive environment at the house.

Operationally, David's House had significant accomplishments, including the successful renewal of its six-month licensing with ODHS, which included positive feedback on the program's effectiveness. The program also initiated the rezoning process with the City of Monmouth, working closely with senior city staff to outline a

strategic plan, reporting requirements, and community outreach efforts necessary for the expansion. Additionally, the house saw improvements with new carpets and hardwood flooring installed, enhancing the overall living environment for the youth.

### Future Plans

Looking forward, David's House plans to maintain its full capacity while continuing to enhance the quality of life and educational opportunities. The program is actively working with the Department of Human Services to refine and improve its Policies and Procedures as staff gain more experience and the youths settle further into the house. In addition to pursuing a rezoning process to increase capacity to 10 youth, the team is exploring creative methods to expand services and reach more individuals in need. This expansion will enable us to assist more young individuals in need, providing them with the support and resources necessary for a successful transition.

Additionally, the program will continue to strengthen its relationships with local schools and community organizations, ensuring that the youths have access to all necessary resources for their development and well-being. By focusing on creating a stable and nurturing environment, David's House is committed to supporting each youth's journey towards a hopeful and successful future.

### Program Spotlight

*December 1st, 2024, marked the beginning of a truly magical holiday season at David's House, and the festivities were nothing short of remarkable. Leading up to Christmas, staff made a heartfelt effort to connect with each youth, thoughtfully asking about their past holiday traditions. By incorporating these meaningful elements into their first Christmas at David's House, the team created a season full of warmth, joy, and belonging.*

*The holiday spirit was alive and well, with a hot chocolate bar complete with marshmallows, candy canes, sprinkles, and festive new mugs. The youth got to "board the Polar Express" and even meet Santa Claus, creating moments of wonder and excitement. On Christmas Eve, staff and youth came together to roll out sugar cookies for Santa, with the youth thoughtfully leaving out carrots for the reindeer—a sweet and endearing touch that brought smiles to everyone.*

*Christmas Day was truly magical, with a beautifully decorated tree surrounded by gifts and stockings brimming with surprises. The joy on the youth's faces as they unwrapped their presents was unforgettable, leaving a lasting impact on the hearts of the staff. It was a day filled with love, laughter, and the simple yet profound magic of the holiday season.*

*A heartfelt thank you goes out to everyone who contributed to making this holiday season so special for the youth at David's House. Your generosity and care created memories that will stay with them for many years to come.*

- Nicole Nichols, David's House Youth Support Specialist

## Community Resource Program/ HOME Youth Services - Housing

### Youth & Young Adult Rural Polk Outreach

#### Program Description

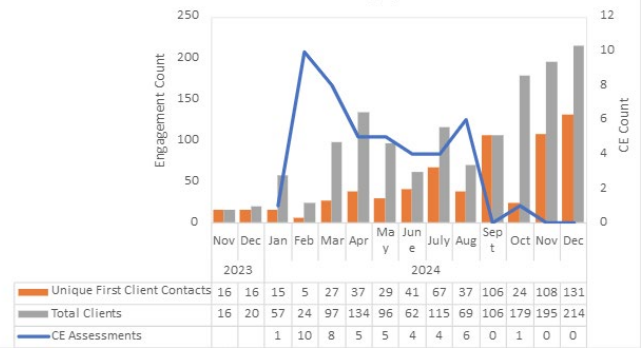
The Youth and Young Adult Rural Polk Outreach program, supported by HUD and the YHDP grant in collaboration with Backbone, is a mobile outreach initiative dedicated to assisting youth and young adults facing housing instability in Rural Polk County. Designed to address the absence of a robust support network in rural areas, this program conducts direct outreach to youth and expands access to housing resources to those in remote locations. By fostering connections among youth-focused service providers and school systems, the program is an essential component of capacity-building in regions where such services have historically been sparse, ensuring that every young person has access to the support they need for a stable future.

#### Current Activities

The Youth and Young Adult Rural Polk Outreach (YYA RPO) team played a vital role in supporting youth and families during the holiday season, rallying the community to meet critical needs. For Thanksgiving, the team partnered with Punx With Purpose to distribute holiday food boxes, ensuring that youth and families had access to nutritious meals. In December, YYA RPO organized two significant holiday events on the 18th and 23rd, in collaboration with Roth’s and Mega Foods, distributing hundreds of Christmas food boxes. These events served approximately 200 housing-unstable youth and their families, offering holiday meals, hygiene kits, shoes, and life skills items. By working closely with the Polk County School-Based Mental Health team and engaging key community members in rural areas like Falls City, the outreach efforts empowered youth by involving them as first points of contact for bringing resources back to their families. This approach not only supported immediate needs but also fostered a sense of self-pride and ownership among the youth.

To add a festive touch, the December 23rd event was catered by The Donut Bar, a local business, further strengthening the sense of community during the holidays. These events highlighted the remarkable collaboration between community partners and YYA RPO, ensuring that youth and families felt supported and valued throughout the season.

YYA Rural Polk Outreach - Engagement Data



#### Future Plans

Looking ahead, the Youth & Young Adult Rural Polk Outreach program plans to expand its engagement efforts by increasing the frequency and diversity of its events. The goal is to continue providing varied and meaningful experiences that can positively impact the lives of rural youth. Plans are in place to develop new partnerships with local organizations and schools to widen the reach and effectiveness of the outreach efforts.

In addition to event-based outreach, the program will focus on enhancing access to coordinated entry assessments and increasing visibility within the community. This will involve strategic collaborations to ensure that every at-risk youth in Rural Polk County knows where to turn for support and assistance. By strengthening these areas, the program hopes to further its mission of building a robust support network that can address the unique challenges rural youth face.

## Community Resource Program/ HOME Youth Services - Housing

### Youth & Young Adult Coordinated Entry

#### Program Description

The Youth and Young Adult Coordinated Entry (YYA CE) Program, supported by HUD and the YHDP grant in collaboration with Backbone, is designed to streamline access to housing and support services for youth experiencing homelessness or housing instability. Recognizing the unique challenges that youth face—such as hidden homelessness in the form of couch-surfing, unsafe living environments, or staying with friends and relatives—the YYA CE Program takes a proactive, community-based approach. By working closely with local service providers, McKinney-Vento liaisons, and community organizations, the program connects youth to critical resources while reducing barriers to entry.

The program prioritizes building trust within the community to encourage service providers and youth to engage with YYA CE. Dedicated CE assessors attend community meetings, collaborate with outreach teams, and conduct assessments in accessible locations to ensure that youth are met where they are. By coordinating efforts across the region, the YYA CE Program plays an essential role in connecting youth to stable housing and support networks.

#### Current Activities

In November, the YYA CE team increased its community partnership efforts, establishing a weekly presence at the Salem Public Library to conduct assessments and provide accessible support for youth. The team also attended multiple community partner meetings to strengthen connections and expand collaborative opportunities. During the month, YYA CE conducted eight assessments, including two for minors, while simultaneously preparing for a move within the ARCHES building.

In December, the program navigated a transition as the program coordinator departed for a new career opportunity. Despite this, the YYA CE team successfully completed their relocation within the ARCHES building by mid-month. The team conducted 12 assessments in December, three of which were for minors, and finished the year by focusing on strategic outreach planning and resource procurement for the upcoming year.

#### Future Plans

Moving into the new year, the YYA Coordinated Entry (CE) program will continue to prioritize building and strengthening relationships with community partners. These efforts will enhance outreach initiatives across the regions served and help establish the program as a trusted resource for youth and young adults experiencing housing instability.

Additionally, the program will focus on identifying and addressing barriers to assessments, making services more accessible and effective. A renewed emphasis will be placed on reconnecting with Backbone to ensure that youth voices remain central to the program's vision and strategy. The team also plans to establish new Key Performance Indicators (KPIs) to better measure the program's impact and inform future decisions.

Through these initiatives, YYA CE's goal is to expand its visibility, accessibility, and effectiveness, ensuring that the needs of youth and young adults are met with compassion and efficiency.

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Program Committee**  
**Wednesday, December 4, 2024**  
**Meeting Minutes**

**ATTENDANCE**

**Committee Members Present:** Erika Romine, Board Member and Program Committee Chair; Catherine Trottmann, Board Member and Committee Member; and Steve McCoid, Board Member and Committee Member.

**Absent:**

**Staff:** Ashley Hamilton, Deputy Director; Rogelio Cortes, Chief Program Officer Weatherization and Energy; Julie Suefert, Head Start Education Manager; and Sarah Herd, Executive Assistant

**The meeting of the Program Committee was called to order at 12:35pm. Program Committee Chair Erika Romine welcomed everyone and it was determined that a quorum was present.**

**1. Program Overview**

**a. Weatherization –**

- i.** Entering their typical slow season. And are participating in the Keizer holiday lights parade. Their office will close the week of Christmas.
- ii.** Have recently purchased three new wrapped vans.
  - 1.** 1 Extra-large van for technicians.
  - 2.** Other two are smaller audit vans. These will also be taken to community events.
- iii.** Provided a brief explanation as to why the financials are showing more funding than anticipated. We had asked for additional ECHO funds last year, but it was too late in the season to be dispersed, so it was provided to us for this season, which had not been included in our budget.

**b. Energy –**

- i.** Application process is still going smoothly with our new digital forms. Also utilizing community partners for direct referrals.

**c. CRP –**

- i.** Entered into a new partnership with NE Oregon Network (NEON). Which provides healthcare access to rural communities through training. This partnership is for creating Community Health Worker (CHW) Training hubs throughout the state. We will be the CHW Training Hub for Marion, Polk and Yamhill counties. Each trainer will have a cohort of 15-20 people mostly external partners which are charged at \$1500 a seat, this funding goes directly to the agency. We will also be allocated a certain number of community action slots in cohorts which we can use for training our staff.
  - 1.** Received a small capacity building grant to pay for the CHW trainer we have and hire two more.
- ii.** Provided a thanksgiving holiday meal to our permanent shelter housing clients over 500 meals served. Are planning on serving another holiday meal at Christmas.
- iii.** HRSN – we have started out Permanent Supportive Housing training on how to complete the reimbursement billing. Our eviction prevention waitlist has 330 households on it



currently and our staff are going through the list and determining eligibility for the HRSN program.

- iv. Warming season – started hard and fast this last week. This is the first year we haven't had an early start, or operated in the beginning of November. Our first night this year was Thanksgiving. We are anticipating this to be a sustained activation to last 8 or 9 nights. Besides Salem we have expanded into Mill City, Woodburn and are financing Polk County work. We allow pets to remain with clients, we also offer crates if they would like. Pets seem to be a driving factor for people to seek shelter overnight, approximately 50% of clients at warming shelters have pets with them.

d. Home Youth Services –

- i. Participated in the Falls City holiday box event giving away food boxes
- ii. Both houses had a Thanksgiving meal. We had 100% attendance to the holiday meals (in the past clients went home to their families for thanksgiving).
- iii. Are getting started with planning for the holidays.

e. Homeless Management Information System (HMIS) –

- i. We do most of the data gathering and entry for the area. Sara Webb and Breezy Poynor are working on the quality of data that we are inputting.
  - 1. This data is being used more and more to tell stories and compile data.
  - 2. This is a comprehensive report overtime.
- ii. We have a new HMIS compliance manager and are focusing on providing 101 and refresher training for our employees so that we are optimizing all areas of HMIS.
- iii. Program Directors/Managers receive report cards every month to see how their programs are doing and what areas need improvement.
- iv. Explained that its not that we don't get the answers, the system is clunky and it is not user friendly for the person entering the data.
- v. We do conduct a monthly cleanup to enter data that we didn't get input at the time the client was originally entered.

f. Family Shelter will have a grand opening tentatively scheduled for January 24, 2025. We don't have a definitive name for the shelter yet.

- i. Family unit is defined as having a dependent child. In the last year we placed 82 families and 45 of those families were unsheltered. Currently working on the waitlist so we can place people as soon as we open.
  - 1. 324 families with dependent children on the coordinated entry list.
  - 2. 140 of those are either unsheltered or in an emergency shelter.
  - 3. Of those 106 are unsheltered.
  - 4. Those that are active on our waitlist that are outside will be prioritized. We are also utilizing an assessment specifically for families that creates a vulnerability score and helps to prioritize families for placement in shelters.

2. Head Start Child Outcomes

- a. One main overarching goal for Head Start is to improve child outcomes. Everything they do as a program funnel down to how it creates success for children and families. Head Start as a program also has to be in alignment with the provided federal frameworks. Which impacts how we choose a curriculum and assessment system. Our curriculum run for 8 weeks, is more child directed and open ended which allows children to be curious. While still allowing teachers to individualize the approach to where each child is. The 8-week curriculum builds on what the children have learned in the curriculum prior.
- b. Our assessment is broken down into the development stages and outcomes that we are tracking. Teachers are then inputting the data they observe in the classroom into the system. The assessment is conducted 3 times a year. Teachers have to be trained on how to accurately assess students, and make sure they are observing the correct information. Julie's team goes to each

class and monitors the teacher to make sure they are observing the correct data and that the curriculum is providing the opportunity to observe the data. Further making sure that the observations teachers are inputting match the assessment marker they are linking it to. The team also audits at all the information they have gathered and see overall what areas they should be more focused on and making sure the staff are adequately trained in that area.

- c. Track the progress over each grant season, which are five years. The first year is setting a baseline and then at the end of the year we will take the data and compare it to the baseline and create new outcomes for next year.
- d. Overall, we are not worried about completely losing Head Start funding due to the recent administration changes. We do anticipate losing some of the federal funding, which will negatively impact the work that we do. This is just another reason that all the data we collect and tracking we do is key as this provides justification as to why the national program should continue.
- e. Provided a brief overview of the Checkpoint for each quarter. The Fall quarter from this year is actually the data from last year. We don't expect significant growth until the spring checkpoints, as this is when kids have built their social emotional skills.
- f. Teachers run a report on the individual child which is then provided to the parents. It also shows what should be happening next developmentally for the child.
- g. They then run an outcomes plan for the classroom. This is used to help identify specific children and find out what else might be going on in the child's life and what other resources or help we can provide.

**Meeting was adjourned at 1:48 pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Executive & Finance Committee**  
**Meeting Minutes**  
**Thursday December 12, 2024**

**ATTENDANCE**

**Committee Members Present:** Catherine Trottman, Board Chair; Kevin Karvandi, Secretary; Helen Honey, Board Member; Steve McCoid, Board Member and Lori Martz, Board Member.

**Absent:** Jade Rutledge, Board Member.

**Staff:** Jimmy Jones, Executive Director; Ashley Hamilton, Deputy Executive Director; Helana Haytas, Chief Operations Officer; Robert Hale, Chief Information Officer; and Sarah Herd, Executive Assistant.

**The meeting of the Executive & Finance Committee started at 5:30pm. It was determined that a quorum was present.**

**1. Updated Agency By-Laws**

- a. Jimmy explained that we are proposing updating the Agencies bylaws. The current bylaws were recently sent to the board and were last updated in 2022.
- b. The proposed updates are;
  - i. Treasurer title is being added to the Vice-Chair Position as it is required by state law. Going forward this position will be the Vice-Chair/Treasurer.
  - ii. Term limits for Board Members
    1. If accepted they would be in place going forward. Our attorney recommended two 3-year terms (6 years on Board). Jimmy is recommending three 3-year terms (9 years on Board).
    2. There are benefits and drawbacks to term limits. Specifically, new people bring new ideas. However, we lose longevity and institutional knowledge.
    3. The Committee discussed if they saw value in these term limits. It was noted that it takes a long time for Board Members to learn the agency so the term limits would limit the length of time that Board Members are effective participants of the Board.
    4. We cannot impose term limits on Elected Officials who are on the Board. They serve as long as they hold their elected position.
    5. Discussions were had regarding the following matters. Should there be term limits for participation on committees. Do we need to have less full board meetings; are monthly meetings really necessary. Or should full board meetings be more conversational; like our Executive Finance Committee meetings. Should we have a larger number of Board Members on the Executive Finance Committee.
    6. It was decided that this proposed change be tabled for now.
  - iii. Term limits for Officers
    1. Term limits for officers was determined to be a good idea. We should look into best practices for term limits for Board Officers. It was also discussed if they should automatically rotate after a year. For instance, after serving as the Board Secretary for a year you would then serve as the Board Treasurer/Vice Chair and then the Board Chair.
  - iv. The Committee then held a discussion on our current election process.
    1. Should it be more of a formalized process? The Membership Committee could become the Membership and Nominating Committee. They would solicit interest from Board Members who would like to be considered for an Officer Position. They would then present the candidates to the Board.
    2. We were asked to look into the legality of anonymous or ballot voting, or if elections must be verbal.

## 2. Executive Director's Program Updates

- a. Strategic Planning
  - i. Is going well, we are soliciting good feedback on proposed ideas. It seems like we may be rehashing the same ideas, however, this can be seen as a good thing as Uncommon Bridges is wanting to see if they are heading in the right direction. Jimmy is excited to see how it comes out.
  - ii. It was brought up that some of the goals that were proposed at one of the Workgroups were seen as hurtful or concerning. But with further conversation were able to work out and set a good goal at the end of the workgroup. The proposed objectives were spot on.
  - iii. It was brought up that the goals should be a change from what we are already doing. And that some of the proposed goals are what we feel we are already doing.
  - iv. Sustainability keeps being brought up through this process. Jimmy asked for feedback on what we mean by sustainability? Is it longevity? Does it mean we are prepared for contraction and significant growth?
- b. 615 Commercial Street
  - i. The City of Salem has agreed to sell the land under 615 Commercial Street back to us for \$2.1 million. Will send us a PSA, we have the financing in place for purchase. Once the PSA is signed or the sale is complete, we will have another conversation with the community developer. If we manage it well this could be an opportunity for the agency.
- c. Finance Staffing Plan
  - i. We have a new controller (Onyemaechi Odoemelam) who starts tomorrow. He has less grant experience than typical, however, his OHCS and Uniform Guidance expertise is exceptional. This will be a managerial position; staff will have consistency with who to report to and a leader below the CFO level. Currently this position will report to Ashley Hamilton.
  - ii. We also have an Interim Consulting CFO (Nicole Brown) who is starting next Tuesday. Will take care of financials and balance sheets and do an overall analysis of our current systems.
- d. Board Matters
  - i. Laura Reid's term on the Keizer City Council is ending January 1<sup>st</sup> and she is resigning from our Board. She has recommended that Cathy Clark (Mayor of Keizer) join the Board. The Membership Committee decided to recommend Mayor Clark to the Board for Membership in January.
  - ii. The Membership Committee meet with Carlos Barrientos, who is a Dallas City Councilor. Councilor Barrientos is a retired Oregon State Trooper and will also be recommended to the Board for Membership in January.
  - iii. We may need to call a Special Virtual Board Meeting next week for the following matters:
    1. Nutrition First budget and grant
    2. ARCHES Inn & Lodge Sub-contractors
- e. Audit and Monitoring updates
  - i. OHCS Fiscal monitoring went great. There was one finding; we need to be monitoring our sub-recipients for fiscal accountability. However, after we explained our current policies and procedures this finding maybe removed.
  - ii. Our Single Audit is on schedule.
    1. The trial balance and SEFA have been submitted.
    2. The auditors have not yet selected the federal funds that will be audited.
    3. Auditors will start asking questions regarding this information in the coming weeks.
- f. HOME Youth incident Reports updates
  - i. DHS requires us to submit an incident report on items they label as "standard" or "critical." Most of the items are closed either immediately or very quickly. Reports are categorized as either standard or critical. We typically only report incidents deemed critical to the Board.
    1. We have had 2 investigations opened in the last few months:
      - a. David's House – OTIS closed the investigation with no findings of wrong doing.
      - b. Taylor's House – this pertains to an alleged youth-on-youth assault in 2023. This incident is still pending. The investigation is being held up by OTIS trying to locate someone from 2023 that the department wants to talk with.

- g. Head Start updates
    - i. We have had 3 incidents over the last few months.
    - ii. Middle Grove – a child was missed during a headcount as a class was returning to the classroom.
      - 1. As required, we reported this incident at both the state and federal level. We received a licensing finding for this incident.
    - iii. Jefferson – we have had 2 separate incidents with the same teacher and the same child.
      - 1. The child tried to escape when coming back to the classroom. The teacher grabbed the child’s t-shirt and pulled them back. This is a policy violation for restraint.
      - 2. The second incident happened when the same child reported that they needed to go to the bathroom, then tried to escape, and fell to the ground. The teacher pulled him by the arm and pushed him with her foot back into the classroom. This is also a performance standard. policy violation
      - 3. Currently we are experiencing behaviors by children at a rate never seen before. Due to Head Start policy we are not allowed to expel children. .
    - iv. Willamette Education Service District used to provide in classroom support, however, due to state budget cuts they cannot provide this support to use for free anymore. We can contract with them to provide an aid for \$75/hour, which we are doing.
  - h. Future of Housing
    - i. OHCS has historically sought to defund CAAs. Instead, there have been multiple task forces and workgroups that have worked out compromises and recommendations. A new system will be recommended for how the money will be distributed from the state.
      - 1. In the spring OHCS will request interested parties apply to be the Single Unified Funding Authority (SUFA). The SUFA will exist for 5 years and will be a county-by-county basis, and they will ultimately be making the funding decisions for their geographies.
        - a. We need to decide which counties we want to apply for in this process. Marion, Polk and Yamhill counties are the most likely prospect for us at this time.
        - b. We would be the regional funding source for the area and provide pass through funds to other entities. We do a lot of this already with other community partners.
    - ii. This could cause a conflict of interest for some of our Board Members and this funding model will not be a popular choice in some communities statewide. If selected as the SUFA, we will be put in more of the cross hairs in regards to local politics and communities.
- 3. The Committee then moved into Executive Session at 7:00pm.**
- a. The following Agency employees remained; Jimmy Jones, Helana Haytas and Sarah Herd.
  - b. This Executive Session was held to discuss:
    - i. An agency personnel matter
    - ii. A matter which poses the risk for possible litigation

**The Committee left Executive Session at 7:37pm.**

**Meeting adjourned at 7:38pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Ad-Hoc Membership Committee**  
**Meeting Minutes**  
**Tuesday, December 10, 2024**

**ATTENDANCE**

**Committee Members Present:** Jeremy Gordon, Board Member and Committee Chair; Helen Honey, Board Member; and Catherine Trotman, Board Chair and Committee Member.

**Absent:** None

**Staff:** Jimmy Jones, Executive Director; Rw Taylor, Consultant; and Sarah Herd, Executive Assistant

**Other:** Carlos Barrientos, Dallas City Councilor

**The meeting of the Membership Committee started at 11:03 am. It was determined that a quorum was present.**

- 1. Introductions:** Jimmy Jones, Executive Director, introduced Carlos Barrientos, Dallas City Councilor who also works for the Oregon Youth Authority, to the committee and welcomed everyone in attendance
- 2. Prospective Board Member Interview – Carlos Barrientos:** Carlos Barrientos had submitted an application for membership to the Board of Directors including written answers to the interview questions. The Membership committee invited Councilor Barrientos for a brief interview and discussion. Since Councilor Barrientos had already answered the interview questions in written form, the committee asked clarifying questions regarding his answers.
- 3. Follow-up Discussion:** It was decided that the committee would invite Councilor Barrientos to the January 2025 Board Meeting and that a recommendation to the board would be made then to add Councilor Barrientos to the board roster. It was requested that an email invite be sent to Councilor Barrientos for the January 2025 Board of Directors meeting. The committee also discussed the possible addition of Keizer Mayor Cathy Clark and requested that an email invite be sent to her as well for the January 2025 Board of Director’s meeting.

**Meeting adjourned at 12:30pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Meeting**  
**December 17, 2024**  
**MEETING MINUTES**

**ATTENDANCE:**

**Board of Directors:**

**Present:**

Catherine Trottman	Helen Honey	Frank Lonergan
Kevin Karvandi	Lori Martz	Laura Reid
Eunice Kim	Steve McCoid	

**Absent:**

Jade Rutledge	Jeremy Gordon	Rudy Vigil
Erika Romine	Deanna Gwyn	

**Others Present:**

**Program Directors/Staff/Guests:**

Jimmy Jones, Executive Director  
Ashley Hamilton, Deputy Executive Director  
Robert Hale, Chief Information Officer  
Sara Webb, ARCHES Sheltering Services Program Director  
Jim Stackhouse, ARCHES Operations Administrator  
Sarah Herd, Executive Assistant

**The meeting of the Board of Directors was called to order at 4:03 pm by Board Chair Catherine Trottman. It was determined that a quorum was present.**

**I. Welcome**

Board Chair Catherine Trottman welcomed everyone.

**II. Public Comment**

None were made.

**III. Declaration of Conflict of Interest**

None were made.

**IV. Approval of Agenda**

**MOTION:** To approve agenda made by Lori Martz,

**SECOND:** Frank Lonergan

**APPROVED:** Unanimously approved

**V. Board Business**

**1. Nutrition First Oregon Family Day Care Home State Administrative Funds**

- i. Jimmy Jones provided background on this grant application. This is a new funding opportunity from the Legislature as part of Senate Bill 5701. It is in the amount of \$49,961.00.

**MOTION:** To approve the grant application for Nutrition First Oregon Family Day Care Home State Administrative Funds made by Lori Martz,

**SECOND:** Frank Lonergan

**APPROVED:** Unanimously Approved

**2. Nutrition First USDA Program Continuation FY 25 Revision 1**

- i. Jimmy Jones provided background regarding this grant application. The original application was approved by the Board in September 2024. This is just a revision of the original application. The requested amount is \$623,203.26

**MOTION:** To approve the USDA Program Continuation FY 25 Revision 1 made by Kevin Karvandi,

**SECOND:** Lori Martz

**APPROVED:** Unanimously Approved

**3. ARCHES INN – Sub-Contractor**

- i. Jimmy Jones provided background on the renovations that will occur at the ARCHES Inn. We will be adding, sprinklers, and elevator, flooring and doing noise mitigation (due to its proximity to the freeway). The sub-contractor was selected by our architect firm and is Medcalf Construction with a final bid of \$2,490,760. The board asked a few questions which were answered by Sara Webb. Contractors estimate a nine-month turn around on construction.

**MOTION:** To approve the sub-contract amount of \$2,490,760 with Medcalf Construction made by Frank Lonergan,

**SECOND:** Laura Reid

**APPROVED:** Unanimously Approved

**4. ARCHES Lodge – Sub-Contractor**

- i. Jimmy Jones provided background on the renovations (sprinklers and a commercial kitchen) that will be completed at the ARCHES Lodge. Like the Inn the sub-contractor for the Lodge was selected by our architect and we will be using Essex Construction with a final bid of \$1,133,398 with an estimated nine-month turn around. The board asked about the current residents and where they would go during construction. Sara Webb explained that they will be moving the resident's floor by floor so that the floor being worked on is vacant.

**MOTION:** To approve the sub-contract amount of \$1,133,398 with Essex Construction made by Kevin Karvandi,

**SECOND:** Laura Reid

**APPROVED:** Unanimously Approved

**VI. Adjournment**

**The Board of Directors meeting was adjourned at 4:23 pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary



**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Executive & Finance Committee**  
**Meeting Minutes**  
**Thursday January 9, 2025**

**ATTENDANCE**

**Committee Members Present:** Catherine Trottman, Board Chair; Kevin Karvandi, Secretary; Helen Honey, Board Member; Steve McCoid, Board Member; Jade Rutledge, Board Member; and Lori Martz, Board Member.

**Absent:**

**Staff:** Jimmy Jones, Executive Director; Ashley Hamilton, Deputy Executive Director; Nicole Brown, Consulting Chief Financial Officer; Helana Haytas, Chief Operations Officer; Robert Hale, Chief Information Officer; Marie Jennings, Director of Development; and Sarah Herd, Executive Assistant.

**The meeting of the Executive & Finance Committee started at 5:30pm. It was determined that a quorum was present.**

**1. Public Comment**

- a. Jade Rutledge updated the committee on a personal matter that she wanted them to be aware of. She will keep the committee informed of this matter.

**2. Proposed MWVCAA Board Fundraising Committee**

- a. Marie Jennings, Director of Development is requesting that the Board create a fundraising committee. The purpose would be to establish, guide and support the agencies fundraising efforts. With responsibilities focusing on cultivating donors and stewardship of our current donors. The committee would also help with fundraising campaigns and events. A key component will be advocating for the agency in our community. Getting the word out that we are not just a non-governmental organization, that there are opportunities and need for the community to donate. While historically we have had a fundraising committee this is essentially an opportunity for us to create the structure and role of the committee. The membership would consist of board members and key staff members. Would also like to include community members as non-voting ambassadors. She also anticipates the committee members changing depending on what campaigns and events are being held.
- b. Jimmy and Ashley both spoke to how creating committees (such as this) supports the feedback we have received from Uncommon Bridges regarding the need for greater board involvement and unified funding.

**3. Financials**

- a. Ashley Hamilton introduced Nicole Brown to the committee who is serving as our consulting CFO. She has been helping us shepherd the finance department through its changes while also conducting system mapping of the finance department.
- b. Nicole presented the financials through October 2024. The administrative operating deficit this month has gone down and the majority of that deficit is due to operating costs that cannot be charged to grants. There are plans in place to fill the gap and we will continue to monitor it.

- c. The format of the financials being presented will be the same to what the board is used to seeing, however, she is anticipating in the coming months there being a change to how financials are presented. Anticipates focusing more on providing detailed information and being able to see at a glance the fiscal health of the organization and drilling in on the areas where more attention is required. She expects the reports to evolve with the feedback they receive from the Board. A discussion was had regarding items the committee and board would like to see such as; balance sheets and cash flow statements, the full budget and not just the budget to actual.
- d. As mentioned by Ashley she is working on performing a system audit of the finance department to make sure that it is operating to its maximum efficiency and deadlines are met.

#### **4. Strategic Planning Update**

- a. Ashley Hamilton provided a strategic planning update. We are finding that we need more internal development after the workgroups we had. That sub-workgroups will work towards outlining specific tasks before we conduct the second round of workgroups in March. We have received a 1-page summary from Uncommon Bridges that will go to the Strategic Planning Core Team later this month and to the full board in February.
  - i. Due to the annual board meeting being held in January it was decided to move this topic to the February board meeting.

#### **5. Board Update**

- a. Laura Reid and Jeremy Gordon have submitted their resignation from the Board of Directors. Cathy Clark and Carlos Barrientos have been invited to the January meeting and will be recommended for membership to the Board of Directors. In addition, Helen Honey and Steve McCoid are both up for 3-year renewals to their terms. Jimmy had coffee with Polk County Sheriff Mark Garten who is interested in joining the Board. He is also working on setting up a meeting with Marion County Sheriff Nick Hunter.
- b. Ashley presented the proposed election procedures. The key items in the procedure are; all members who are present at the meeting are eligible for nomination, nominations will be allowed from the floor and members can self-nominate however we are encouraging them not to. Elections will be conducted via paper ballots, tabulated by two non-members with the winner being the person who received the majority of the votes.
  - i. The committee asked that members not be allowed to nominate themselves, that nominations must come from someone else.

#### **6. Executive Director's Update**

- a. Jimmy has received the PSA from the City of Salem for us to purchase the land at 615 Commercial St. We are working with our attorneys and the city to clarify different conditions in the PSA.
- b. Jimmy gave an update on the status of our audit and fiscal monitoring. The OHCS fiscal monitoring report was really good. Our single audit is on track, Nicole is working on answering the auditor's questions.
- c. Compliance updates
  - i. HOME Youth Services – We have had two investigations in the last 6 – 8 months. Both of these investigations have been closed by OTIS with no finding of wrong doing.
  - ii. Head Start – The incident at Middle Grove has received a federal ruling that we were non-compliant but not a serious deficiency. The incidents at Jefferson have not received federal action.
  - iii. We did receive a license finding at Child Care Licensing for these which we have posted but so far, we haven't received a notice of SPARK impact yet.

- d. Our family shelter, ARCHES Nest (located in the former Tanner Project building) is planning its grand opening on January 24<sup>th</sup>. And we are hoping to have families move in in February.
- e. Gussie Belle Commons an affordable housing complex broke ground today. We are a service partner in the project.
- f. Jimmy provided an overview of the Single Unified Funding Authority (SUFA) model. Interested organizations will apply to be the SUFA, which will be chosen by the state and would go into effect in July. These will be chosen on a county-by-county basis for regional projects. We will have to decide as an agency what counties we apply for. This will be a competitive application process and we will have competitors in the region.
- g. He also discussed the options available to the agency regarding our Tenant Based Rental Assistance program with the City of Salem.

**7. January 2025 Full Board Meeting Draft**

- a. It was requested that the new election procedure be added to the agenda for approval prior to the elections being held.

**Meeting adjourned at 7:49pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary

**Mid-Willamette Valley Community Action Agency, Inc.**  
**Board of Directors Program Committee**  
**Meeting Minutes**  
**Wednesday, January 15, 2025**

**ATTENDANCE**

**Committee Members Present:** Erika Romine, Board Member and Program Committee Chair.

**Absent:** Catherine Trottman, Board Member; and Steve McCoid, Board Member.

**Staff:** Ashley Hamilton, Deputy Executive Director; Jenna Sanders, Program Director CARS; Mercedes Thorington, Associate Director of Home Youth Services; Tim Weese; ARCHES Associate Program Director for Housing; Sean Sachs, ARCHES Project Program Manager; Aleah Jewell, Grants and Development Specialist; and Sarah Herd, Executive Assistant.

**The meeting of the Program Committee started at 12:32pm.**

**1. Deputy Executive Director's Program Updates – Ashley Hamilton**

- a. Jenna Sanders was unable to attend today so the CCR&R Certificate and Training update will be tabled until February.
- b. Head Start update
  - i. Three family bowling events were held in December and January this is a prosocial way to build parent and child relationships.
  - ii. Currently in the process of planning our 2025 school year. The annual selection criteria meeting will be held January 24<sup>th</sup>. This will determine what demographics will be prioritized for enrollment slots.
  - iii. The first SMART Connections parent training cohort has started.
  - iv. Capital Manor Retirement Community created handmade wooden toys for our Wallace Head Start. These toys were handed out at a Christmas event held at Capital Manor.
- c. January 13<sup>th</sup> started a multi-day warming event. We anticipate it going through the end of the month.
- d. We have been selected to participate in the Housing 360 Pilot interview. We were asked to apply for this pilot by the City of Salem.
- e. The ARCHES Inn renovation is starting on Monday with a targeted completion date of December 31<sup>st</sup>. The renovations will happen one floor at a time.
- f. David's House is in the process of increasing our occupation capacity from 5 to 10 youth.
- g. Point In Time (PIT) Count
  - i. This is a HUD requirement and counts the unsheltered/sheltered population. Is taking place January 22<sup>nd</sup> – January 28<sup>th</sup>, are asking people where they slept the night of January 22<sup>nd</sup>.
  - ii. To get maximum participation we will have multiple events happening and volunteer/staff outreach teams will be out in the community gathering information. There are limitations to this count as it is just a 1-time event and is limited by the number of people that can be reached.
  - iii. Ashley provided a brief overview of the 2024 Sheltered PIT Count.
    1. There were a reported 1200 shelter beds and 840 of those are open year-round. 266 of those beds are reserved for specialty populations. There were only 59 beds in rural communities with 39 being open year-round.
    2. There were 291 transitional housing beds, however the majority of the beds were high barrier beds, and only 5 were in rural communities.
    3. There were 494 rapid re-housing beds with 292 reserved for specialty populations and 131 beds in rural communities.
    4. There were a reported 273 permanent supportive housing beds. 196 are specifically dedicated for veterans and only 18 rural beds, which were all reserved for veterans.

5. She noted that this information has changed since the January 2024 PIT Count but that we need to increase the services and beds that are offered in rural areas.

**2. CRP – Rural Resource Centers – Sean Sachs**

- a. Sean Sachs presented an overview of CRP’s Rural Resource Centers. We work with community partners and other agencies.
  - i. The Woodburn resource center is open Tuesday, Thursday through Saturday. They provide emergency rental assistance and case management among other services. In 2024 90 households were provided with eviction prevention services (this number includes repeat clients).
  - ii. The Mill City resource center is open Monday through Friday and share space with the Recovery Outreach Community Center (ROCC). Mill City and the Santiam Valley is a very involved community and we participate in different events. The resource center provided eviction prevention services to 74 households.
    1. The ROCC is a drop-in center and provides connections to local resources, they also operate as a warming shelter.
  - iii. Gave a brief overview of our Eviction Prevention Program. This program started as part of the COVID rental relief moratorium and has been able to continue post-covid. With the goal being preventing eviction for non-payment of rent.

**3. HYS – Taylor’s House and Incident Reporting – Mercedes Thorington**

- a. Mercedes Thorington explained that Taylor’s House is staffed 24/7 with 10 beds for youth aged 11 – 17 years. 18-year-olds have to be enrolled in a K-12 or GED program and will have their own room in order to stay at Taylor’s House.
- b. The house keeps a structured and home like schedule, meals are cooked in the home, chores are assigned and they have weekend activities. They focus on positive adult/peer engagement. Stabilization is the initial objective when a youth is brought into the home. With the end goal being family reunification.
- c. She went over the different ways youth are referred into the house. Preference is given to youth in Marion and Polk Counties. We receive referrals from ODHS, community providers and are a foster proctor provider. Intake can occur 24/7 with intake assessments happening when referrals come in.
- d. There are three categories of incident reports that are tracked.
  - i. Minor – internal information only, Case Managers and ODHS can access this information.
  - ii. Standard – reported to ODHS and CCA at the end of the month. This is the category where we have the highest number of reports.
  - iii. Critical – reported to ODHS, CCA and agency administration within 24 hours of the event. These incidents are more of an immediate danger. Examples include, self-harm, neglect and abuse (this includes past abuse and/or abuse outside of the home).
- e. Mercedes then shared a couple of success stories from youth clients who stayed at David’s House.

**4. CARS – April Cox**

- a. April Cox provided a brief program update. They are working on recruiting for the next welding cohort. Cohorts can have 15 participants, and we have funding for two more cohorts with 95 people on the waitlist. Are also working on employment services and training.

**Meeting adjourned at 1:47pm.**

Respectfully Submitted:

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Sarah Herd, Executive Assistant

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Kevin Karvandi, Board Secretary



**Prospective Board Member Application**  
*Elected Official and/or Designee*

**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.

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

Name: Cathy Clark

Address: [REDACTED] E-mail: [REDACTED]

City: [REDACTED] Zip: [REDACTED]

Daytime phone: [REDACTED] Evening phone: [REDACTED]

**1. What strengths and abilities would you bring to the MWVCAA Board of Directors?**

I have 18 years of elected office experience, including 10 as Mayor of Keizer. I was a founding member of the Mid Willamette Homeless Initiative and have served on the development council and now the Alliance (OR-504) Board since its inception. I have local, regional and state experience in policy development, community engagement, and collaborative engagement.

**2. Have you served on a non-profit board of directors before? If so, what was the organization? What committees have you served on?**

SEDCOR, League of Oregon Cities, Oregon Mayors Association Board, MWV Council of Governments, Keizer Heritage Foundation, Capitol Community Television, League of Women Voters, and several local boards in the Keizer community.

**3. Do you have experience with any of the following areas: Fundraising, Finance, Community Engagement? If so, please explain.**

Fundraising: treasurer in local non-profits and engaged in fundraising activities, outreach and financial tracking of grants or other funds

Finance: treasurer for local non-profits; member of the Keizer budget committee since 2002

Community engagement: this is an essential part of my job as an elected official; I supported the creation and development of Keizer's Community Diversity Engagement Committee; I operate outreach in different social media platforms as well as operate an ongoing program called Coffee with Cathy.

**4. In what ways do you believe you can best assist the CAA in fulfilling its mission? *Mission statement is listed on page one.***

Empowering people to change their lives: local government is the most direct avenue for providing community based support for our neighbors. I have been committed to efforts to empower people and break down barriers to resources, opportunities, and education.

Exit poverty by providing vital services: Keizer is a city focused on providing sustained, quality essential services that engages as many of our residents and businesses as possible, providing a community fabric of support, caring, and practical services. In addition, I have supported Keizer's efforts to engage in problem oriented policing that gets to the root of problems and brings effective solutions.

Community leadership: I have been in community leadership since the 1990's when I first got involved with city and non-profit organizations. I have a collaborative and holistic approach to policy and program development.

**5. To the best of your knowledge, are there any conflicts of interest that would affect your participation on the MWVCAA Board of Directors?**

I will appoint another city council member to the homeless alliance board so that I will not have a positional conflict of interest.

I do non-profit board administrative consulting and my current clients do not have programs or projects in this type of work.



Mid-Willamette Valley  
**COMMUNITY ACTION**  
Compassion in Motion

**Prospective Board Member Application**  
*Elected Official and/or Designee*

**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.

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

Name: Carlos Juan Barrientos

Address: [REDACTED]

E-mail: [REDACTED]

City: Dallas

Zip: [REDACTED]

Daytime phone: [REDACTED]

Evening phone: [REDACTED]

**1. What strengths and abilities would you bring to the MWVCAA Board of Directors?**

Supportive truly enjoy helping others, and I happily share my knowledge, attention, and expertise with anyone who needs it. I strive for win-win situations, choosing teamwork over competition whenever possible.

Reliable Rather than working in sporadic, excited bursts that leave things half finished, my personality is to be meticulous and careful. I take a steady approach, ensuring that things are done to the highest standard often going well beyond what is required. Further, I agree that sustaining discipline and reliability becomes easier with time.

**2. Have you served on a non-profit board of directors before? If so, what was the organization? What committees have you served on?**

I currently serve as a City Councilor in Dallas Oregon. In that role I am the Chairman of the Public Safety Committee. Making sure the meeting goes as planned. Address public safety issues in Dallas, Oregon.



**3. Do you have experience with any of the following areas: Fundraising, Finance, Community Engagement? If so, please explain.**

I do not have any experience with any of the following areas. However, I am a quick learner who always delivers when given an opportunity for growth.

**4. In what ways do you believe you can best assist the CAA in fulfilling its mission? *Mission statement is listed on page one.***

**Observant** I have a talent for noticing things, particularly about other people. I pay attention to the smallest details of what someone says and does, which allows me to have unexpected insights into other people's lives and emotions.

**Enthusiastic** With each goal I apply all my energy to projects that will make a real, positive difference in people's lives whether that's fighting poverty with a global initiative or simply making a customer's day at work.

**5. To the best of your knowledge, are there any conflicts of interest that would affect your participation on the MWVCAA Board of Directors?**

I am employed by the Oregon Youth Authority. I would have to request that I not be involved in anything decision-making that directly relates to OYA.



Resolution of Authority

January 25, ~~2023~~<sup>2024</sup> JMW

Consistent with powers delegated by the agency bylaws, the Board of Directors of the Mid-Willamette Valley Community Action Agency Inc., resolve that Jimmy Jones, Executive Director, and Ashley Hamilton, Chief Program Officer: Housing and Homeless Services, are authorized to conduct business, to include signing contracts or financial account documents, on behalf of said agency. This authority begins January 25, ~~2023~~<sup>2024</sup> and remains in effect until rescinded or modified by said Board of Directors or said individuals no longer hold their positions.

Jade Rutledge  
Jade Rutledge,  
Board Chair

1-31-24  
Date

CURRENT



**Resolution of Authority**

January 23, 2025

The Board of Directors of Mid-Willamette Valley Community Action Agency Inc., resolve that Jimmy Jones, Executive Director and Ashley Hamilton, Deputy Executive Director, are authorized to conduct business, to include signing contracts or financial account documents on behalf of said agency. This authority begins January 23, 2025, and remains in effect until rescinded or modified by the Board of Directors or until the individuals no longer hold their positions.

\_\_\_\_\_  
Board Chair – Printed Name

\_\_\_\_\_  
Board Chair – Signature

\_\_\_\_\_  
Date



## Mid-Willamette Valley Community Action Agency

### Procedure for Electing Officer Positions

#### 1. Election of Officers

- **Officers to be Elected:** The officers of MWVCAA include a Chairperson, First Vice-Chairperson/Treasurer, and Second Vice-Chairperson/Secretary.
- **Eligibility for Election:** All Board Members who are present at the meeting where elections take place are eligible to be nominated and elected to officer positions.
- **Election Procedure:** Elections shall be conducted in accordance with the organization's bylaws and Robert's Rules of Order.

#### 2. Nominations

- **Nominations on the Floor:** Nominations for officer positions shall be made during the meeting where the election is scheduled. Nominations may come from a nominating committee or from the floor.
- **Nomination Process:** In the absence of a designated nominating committee, members are invited to nominate others from the floor. Self-nominations will not be accepted. All nominees must confirm their willingness to accept the nomination prior to the election.
- **Deadline for Nominations:** Nominations shall be closed once all eligible candidates for each officer position have been identified, with adequate time for discussion and consideration.

#### 3. Election Process

- **Voting Method:** Voting for officer positions shall be conducted by **secret ballot**. Each officer position shall be voted on separately to ensure clarity and transparency.
- **Quorum and Majority:** A quorum of voting board members must be present to conduct the election. Each officer position shall be elected by a **simple majority** of voting members present. If no candidate receives a majority (more than 50%) of the votes, a **runoff election** shall be held between the top candidates.
- **Ballot Tallying:** Ballots shall be collected and counted by at least two **non-board members** who have no personal interest in the election results to ensure impartiality and fairness.
- **Announcing Results:** The results of the election shall be publicly announced at the meeting and recorded in the official meeting minutes. The election results will be made available to all members for transparency.



#### 4. Special Considerations

- **Roll Call and Absentee Voting:** Roll call voting is disallowed. Absentee voting is generally not permitted for officer elections unless prior arrangements are made in compliance with the bylaws.
- **Recommendations for Nominations:** The nominating committee, if applicable, shall make recommendations for officer nominations prior to the election meeting. However, nominations from the floor shall always be allowed.

#### 5. Recordkeeping and Documentation

- **Meeting Minutes:** The results of the election, including the names of those elected to officer positions, shall be documented in the official meeting minutes. These minutes will be made available to all members for transparency.
- **Election Documentation:** Any additional election materials, such as ballots or online voting records, shall be kept for 1 year to ensure compliance with the election process.

This procedure shall be reviewed annually to ensure compliance with the bylaws, Robert's Rules of Order, and relevant legal requirements.

*Revised 1/14/25*