



JULY 2022 MEETING BOARD OF DIRECTORS

THURSDAY, JULY 28, 2022

IN-PERSON:

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

VIRTUAL:

MWVCAA Full Board Meeting July 2022
Thu, Jul 28, 2022 5:30 PM - 7:30 PM (PDT)

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

<https://meet.goto.com/836574565>

You can also dial in using your phone.

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

Access Code: 836-574-565

COMMUNITY ACTION PROMISE

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

Helping People Changing Lives

**COMMUNITY ACTION AGENCY
BOARD OF DIRECTORS AGENDA
THURSDAY, JULY 28, 2022**

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Mission

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

Vision

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

- | | | |
|-------------|-------------------------------------------------------------------------------|-------------|
| I. | Welcome and Introductions | 5:30 |
| II. | Public Comment | 5:35 |
| III. | Declaration of Conflict of Interest | 5:40 |
| IV. | Approval of Agenda | 5:45 |
| V. | Consent Calendar | 5:50 |
| | 1. June 2022 Full Board Meeting Minutes | |
| | 2. July 2022 Executive Director Report | |
| | 3. July 2022 Executive-Finance Executive Director Report | |
| | 4. July 2022 Chief Operations Officer Report | |
| | 5. July 2022 Chief Financial Officer Report | |
| | 6. July 2022 Director of Development Report | |
| | 7. July 2022 Program Director Reports | |
| | 8. July 2022 Committee Meeting Minutes | |
| VI. | Board Business | 5:55 |
| | 1. Executive Director's Report | |
| | 2. Community Action Financing 101 (Jones) – <i>Presentation/Discussion</i> | |
| | 3. “ARCHES East” Project Overview (Hamilton) – <i>Presentation/Discussion</i> | |
| | 4. Agency Mission and Vision Statement Update – <i>Discussion</i> | |
| | 5. MWVCAA Succession Plan – <i>Discussion</i> | |
| | 6. Nutrition First ODE CACFP Budget – <i>Approval</i> | |
| | 7. Head Start CACFP Budget - <i>Approval</i> | |
| | 8. 2022 By-Laws Update – <i>Approval</i> | |
| | 9. Financials – <i>Approval</i> | |
| VII. | Adjournment | 7:30 |

Next board meeting: Thursday, August 25, 2022

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Meeting
THURSDAY, JUNE 23, 2022
MINUTES

ATTENDANCE:

Board of Directors:

Present:

Catherine Trottman	Jade Rutledge	Melissa Baurer	Shelaswau Crier
Christopher Lopez	Jasmine White	RW Taylor	Steve McCoid
Helen Honey			

Absent:

Erika Romine	Jeremy Gordon	Michael Vasquez	Nikol Ramirez
Kevin Karvandi			

Others Present:

Program Directors/Staff/Guests:

Jimmy Jones, Executive Director
Helana Haytas, Chief Operations Officer
Kaolee Hoyle, Chief Financial Officer
Laurel Glenn, Development Director
Eva Pignotti, Chief Program Officer: Early Learning and Child Care Division
Rogelio Cortes, Chief Program Officer: Weatherization and Energy Services
Shannon Vandehey, CCR&R Program Director
Carmen Romero, Nutrition First Program Director
Alisa Tobin, HOME Youth Services Program Director
Tanisha Bush, Government Relations Manager for Marion County
Vanessa Nordyke, Salem City Councilor
Jade Wilson, Executive Assistant

The meeting of the Board of Directors was called to order at 5:41pm by Board Member Steve McCoid. It was determined that a quorum was present.

- I. Welcome**
Board Member/Executive Finance Committee Member Steve McCoid welcomed everyone.
- II. Public Comment**
None were made.
- III. Approval of Agenda**
No changes were made.

MOTION: To approve the agenda made by RW Taylor,

SECOND: Catherine Trottman.

APPROVED: Unanimously approved

IV. Consent Calendar

1. May 2022 Full Board Meeting Minutes

No discussions or concerns were raised

2. June 2022 Executive Director Report

No discussions or concerns were raised

3. June 2022 Chief Operations Officer Report

No discussions or concerns were raised

4. June 2022 Chief Financial Officer Report

No discussions or concerns were raised

5. June 2022 Director of Development Report

No discussions or concerns were raised

6. June 2022 Program Director Reports

No discussions or concerns were raised

7. June 2022 Committee Meeting Minutes

No discussions or concerns were raised

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

SECOND: Catherine Trottman.

APPROVED: Unanimously approved

V. Board Business

1. Executive Director's Report

i. Poverty Updates: Jimmy touched on the growing housing crisis. Prices of single family homes has risen quickly in the last six months. The 30-year mortgage rates climbed to 6%, which would increase mortgage payments by 10% or more. Less than 20% of households in the urban areas of Oregon can afford to purchase homes. Bend poses to be the biggest issue as roughly only 10% of households can afford homes there. Inflation and housing costs have been driving shelter growth nationally, which can cause significant strain on an already limited system for housing.

ii. General Updates around Oregon: There has been increasing legal navigation around the *Martin v. Boise* case, which established that homelessness cannot be criminalized unless there's adequate shelter beds. There have been attempts statewide to provide designated camping areas, which Salem has tried to do in the past, but isn't always successful. On the state contracting front, smaller agencies are struggling to afford the insurance requirements required in state contracting. Increases in water bill fee's (from the new public safety fee added to water bills in the area) has made it harder for low income households to afford their water bills in some parts of the state. The Child Care Tax Credit of 2021 pulled more than 3.7 million children out of poverty. This tax increased to \$3,000 per child for the 2021 tax year. This helped 39 million households and 88% of American children, but expired on 31 December 2021, driving millions of children back into poverty.

iii. Legislative Updates: There is \$100 million in public defense system funds coming from the legislature's E-Board, as well as \$5 million for Affordable Housing Debt. The Rental Assistance programs statewide are coming to a close as the summer arrives. June 30th is the last day for Safe Harbor program applications. And on September 30th all protections for

renters will end. Most of the county funds are already spent or are committee to applicants at this time. The only remaining funds are for Community Action programs like DAP. We were able to connect the Salem Housing Authority to \$520,000 for Orchard Village apartments, which are low-income housing. Those funds will be used to cover first month's rent and fee's for low-income households as they move out of Orchard Village for more affordable units. Half of Oregon renters are spending 30% or more of their income on rent alone. This is especially severe for those in the BIPOC community as 50% of black households spend 50% or more of their income on rent alone.

- iv. **Agency Updates:** The FY22-23 budget that Kaolee will be presenting is very preliminary. The Board Membership Committee and Program Committee have been meeting on a regular basis and are going very well. The ARCHES Inn finally received approval to move households into the second floor of the Inn. The second floor is fully occupied at this point. Renovations on the third floor will begin in the fall. The Navigation Center is still underway. This is a project that is fully funded by the State Legislature and our agency will run the facility on behalf of the City of Salem. Once open, this facility will house 50-75 individuals. Lastly, Preschool Promise funding opens soon. The deadline for application is 7/21/22.

- 2. **Executive Director's Community Action Financing 101** – Due to time, this presentation was tabled until the next full board meeting.

MOTION: To approve tabling the Executive Director's Community Action Financing 101 presentation made by Melissa Baurer,

SECOND: Catherine Trottman.

APPROVED: Unanimously approved

- 3. **Agency Mission and Vision Statements** – Jimmy presented the agency Mission and Vision statements to the board and asked for suggestions on any edits they would like to consider. The agency has grown in recent years so Jimmy thought this would be a good time to think about editing the mission, to make it more aligned to the current focus of the agency. After much discussion, it was decided that a committee was needed to make edits and recommendations to the board. Shelaswau Crier (Board Vice-Chair), Alisa Tobin (HOME Youth Services Program Director), Eva Pignotti (Chief Program Officer: Early Education and Child Care Division) and Jade Wilson (Executive Assistant) are the committee members. They will meet prior to the next Executive-Finance Committee Meeting and develop suggestions to present to that committee and then the full board next month.
- 4. **Financials** – Kaolee Hoyle, Chief Financial Officer, presented the April 2022 Budget to Actual. Kaolee noted that \$103,000 of the Other Program Revenue amount as of April is related to Weatherization's NW Natural Gas reimbursements. The typical practice is that Finance does not budget for the reimbursements at the beginning of the fiscal year because they are dependent on several unknown factors. Additional funding was received for Weatherization and Energy Services that had not been previously budgeted because the funding had

not come through until January. These grants usually span twelve months but can be extended to eighteen. Kaolee also presented a very preliminary version of the Fiscal Year 2022-2023 budget. The budget remains preliminary, but the total expected budget for FY23 is just under \$65.5 million, which is an increase from our current FY22 budgeted. Steve McCoid, Board Member, had asked that Kaolee present to the board the finance balance sheets. That is something Kaolee agreed to share in the future. Kaolee also provided an update following the Head Start Focus Area 2 Federal Review. She stated her team did a great job pulling together to get the information the reviewers needed and they learned several things in the process. This experience will better prepare them for the next Federal Review.

MOTION: To approve the April 2022 Budget to Actual made by RW Taylor,

SECOND: Melissa Baurer.

APPROVED: Unanimously approved

VI. Adjournment

The Board of Directors meeting was adjourned at 7:17 pm.

Respectfully Submitted:

Jade Wilson

Jade Wilson, Executive Assistant

Kevin Karvandi

Kevin Karvandi, Board Secretary

EXECUTIVE DIRECTOR'S REPORT

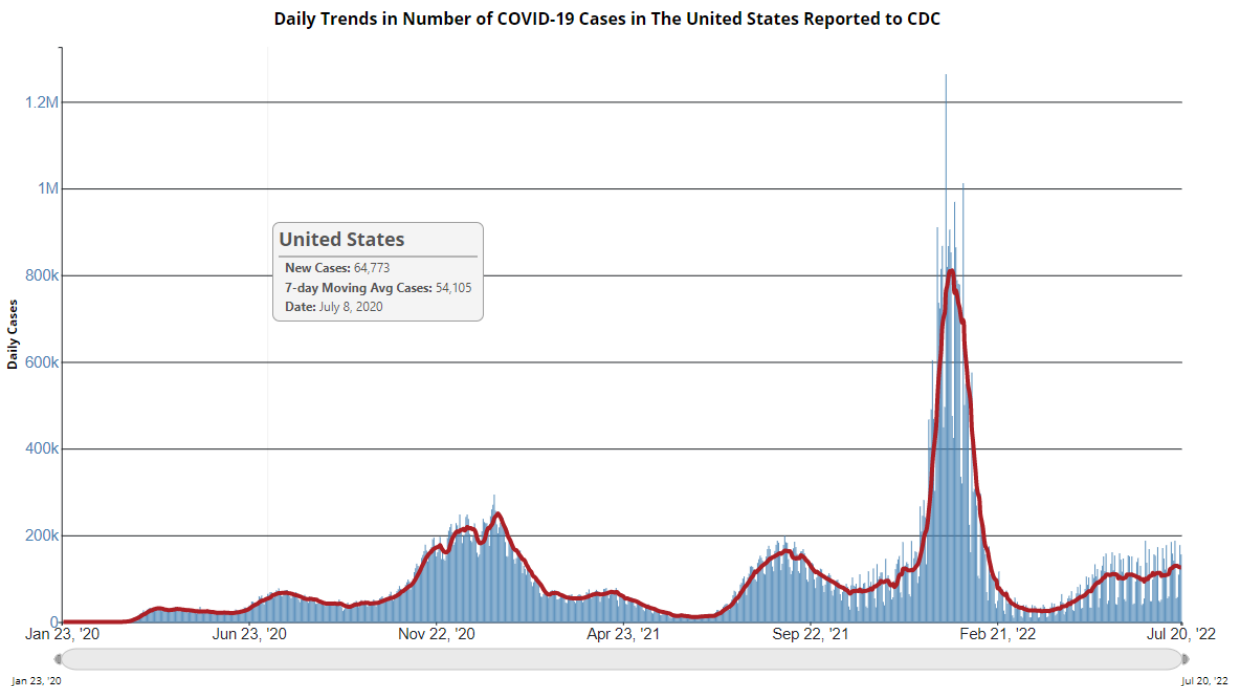
For the MWVCAA Full Board

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

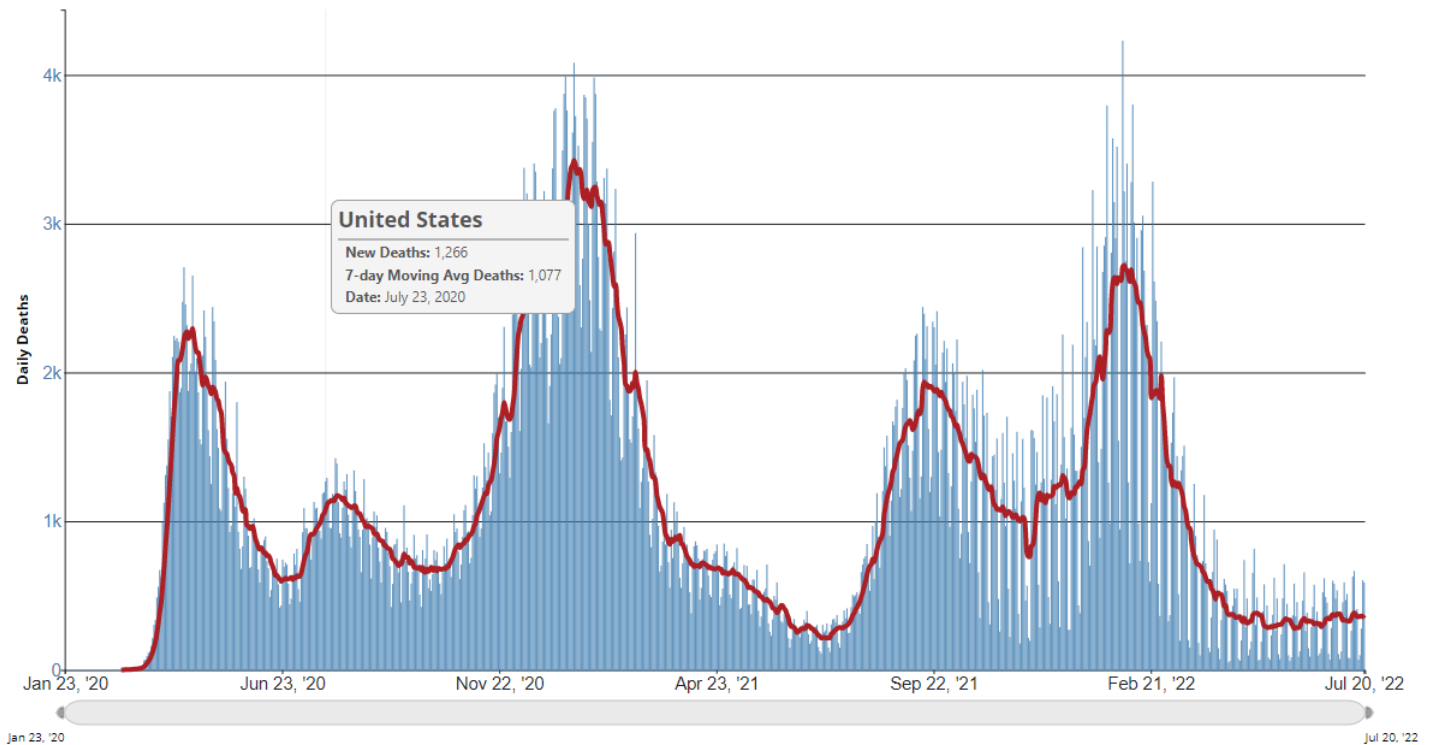
July 2022

At the end of this report, I have attached my longer written report to the **Executive-Finance Committee** earlier this month, which addresses many of the new developments over the summer. I encourage you to read that, as a summary of where things stood in early July. This report is an update on that one.

June and early July have been good months at the Agency, and a great deal is afoot. We are trying to schedule some down time in our summer so that we are all fresh for the fall. November and December could be trying months, as the latest viral wave reminds us that this public health crisis might not yet be over. More than one million Americans have died from the virus since the pandemic began, and despite the spring and summer lull there is concern for a new rolling wave of infections going into the fall and winter. Our stance on the virus remains unchanged. We have had a vaccination policy in place since September of 2021, and continue to enforce masking where we are obligated (Head Start classrooms and in public health settings in our shelters and day centers). At this point, we anticipate no change in that policy. We have considered requiring the booster shot, but do not plan to do so, without directive by funding authorities, or absent a considerable increase in the case count, hospitalizations and deaths in Oregon, events that would have a major impact on our operations.



Daily Trends in Number of COVID-19 Deaths in The United States Reported to CDC



As of now, in mid-July 2022, we are in a deep valley in the infection and death curves. We have about 450 employees in the summer, but plan to stand up to about 550 employees, perhaps 600, by the winter. ARCHES alone could have as many as 235 employees by the spring. So everything we do on this front has to consider the health and safety of our workforce, and the thousands of vulnerable people, many of them the very young, the elderly, and many the very sick, that we work with each day.

Other Community Projects: In Woodburn, there is an effort by Immanuel Lutheran Church to build a \$15 million social services center. We have ruled out assisting with the property acquisition, construction, capital or ownership—but we are a service partner there if they can find a path through to its construction. This group recently appeared before the **Community Resource Trust Board**, a **Mountain West** sponsored non-profit that built the 180-unit **Cornerstone Apartments** (low-income housing on Portland Road, in the **Hallman** feeder district, one of the poorest areas in Salem), to ask for support in funding the project. We are a service partner in that initiative, so we are helping them make the case for the need. The CRT Board approved moving forward with their development role. The North County geography, like Monmouth in Polk, is a critical area for Agency work in the coming decade.

OHCS, OCF, DAS visit the Agency: We have had several high profile visitors to the Agency in recent months. Governor Kate Brown has been here twice in the last ten months, as have former Speaker of the Oregon House Tina Kotek, Secretary of State Tobias Read, OHCS Director Andrea Bell, and many others; and our veteran project has been toured by United States Senator Jeff Merkley. On July 19th, **Oregon Housing and Community Services (OHCS)**, the **Oregon Community Foundation (OCF)**, and **Oregon Department of Administrative Services (ODAS)** toured the ARCHES Inn and our day center operations at 615 Commercial. OHCS is seeking an additional \$70 million for state homelessness in the 2023 session, for the 2023-2025 biennium. There’s a great deal of interest in how state investments can be smartly deployed at the local level on the unsheltered homeless situation. On August 11th, OHCS is returning to tour the Day Center, Redwood Crossing, the Navigation Center, Tanner Project, and the ARCHES Inn, along with legislators who want a closer look at the integration of our approach.

Farmworkers: This week the **Oregon Human Development Corporation** (OHDC, the leading farmworker service agency in Oregon), released their *Farmworkers Need Assessment*, which surveyed about 1,000 farmworkers in 11 counties. The general conclusion is that farmworkers are overworked, lack critical protections from exploitation, and struggle to find access to the services that they need. In addition to the Agency’s regular programs, we have specific work that provides outreach and social services to farmworkers in Marion and Polk, along with a new grant for health navigators for farmworkers from the Oregon Health Authority. Our CCR&R program also is working with community leaders to bring more childcare to the farmworker community. The most pressing concern remains pay.¹

Grants: In recent weeks, additional funds have arrived from OHCS for our ARCHES Project, beyond what has been reported to date. These additional funds have specific purposes. The **Diversion Assistance Program (DAP)** follows upon previous investments in that fund. The purpose of the grants is to provide rental assistance, legal services to those facing evictions, and support for mediation services. This program comes with case management and, while it is a prevention program like OERA, the program design looks much more like a traditional Community Action Program. The **Homeless Response and Prevention Services Program (HRPS)** are funds from HB 5202 of the 2022 short session. The purpose of these funds is to support literally homeless services, including emergency shelter, homeless prevention and Rapid-Rehousing. The **Service Provider Investment Program (SPIP)** is a new fund to support training, technical assistance, outreach to other organizations and HMIS support. And lastly we have a new allocation for **Winter Shelter Investments-Out of the Cold Wave 2 (WSI-OOTC2)**. This fund supports sheltering activities in the coming winter. The fund requires partnership with Culturally Specific Organizations, and we have been funding in particular **Seed of Faith Ministries**, a Black church just up the road that provides warming and Day Center services. This investment will allow us to do a lot more work than ever before on the homeless front. Currently ARCHES has 117 employees and we are hiring an additional 15 staff. But we have new projects for Shelter Care + (which should be another 22 FTE), winter warming (another 25-30 FTE), the Navigation Center (which will be another 35 full-time jobs), and an additional 2-4 outreach positions. The total employee count for the ARCHES program in 2022-2023 should be roughly 215-235 FTE.

<u>Grant</u>	<u>Grant Acronym</u>	<u>Admin</u>	<u>Program</u>	<u>Total</u>
Oregon Diversion Assistance program	ORE-DAP	\$ 188,092.00	\$ 1,065,854.00	\$ 1,253,946.00
Homeless Response and Prevention Services	HR-PS	\$ 134,351.00	\$ 761,325.00	\$ 895,676.00
Service Provider Investment Program	SPIP	\$ 13,278.00	\$ 75,246.00	\$ 88,524.00
Winter Shelter Investments-Out of the Cold	WSI-OOTC2	\$ 155,019.00	\$ 878,442.00	\$ 1,033,461.00
				\$ 3,271,607.00

Other quick updates:

- **Weatherization:** On Monday, 18 July, our Weatherization Program had its exit interview for the annual OHCS monitoring. OHCS visited the program last week, reviewing files and going out into the field to completed projects to visually inspect our work. The exit conference gave us an oral summary of their eventual written report. There will be no findings nor concerns again this year, and the OHCS auditor thanked the program for the excellent work they are doing locally, along with the leadership of **Rogelio Cortes** (Chief Program Officer, Energy and Weatherization) and **Hector Guzman** (Weatherization Program Director) to Weatherization programs across Oregon.
- At the Board, we have been discussing the consequences of the rental and affordable housing crisis. The origins of it really go back to decisions made 50 years ago. Oregon’s land use laws are among the most rigid in the nation. You can understand, to some extent, why they emerged back in the 1970s, in an era where the fear of California and east coast like sprawl was quite pronounced, environmental pollution had reached its zenith, and development generally threatened the natural heritage of Oregon. Given that era of anxiety, it is understandable why Oregon essentially tried to lock itself in a box, a time capsule really, and limit population growth and sprawl, to protect its beaches, farms, and mountains. That sentiment cumulated in **Governor Tom McCall’s** famous

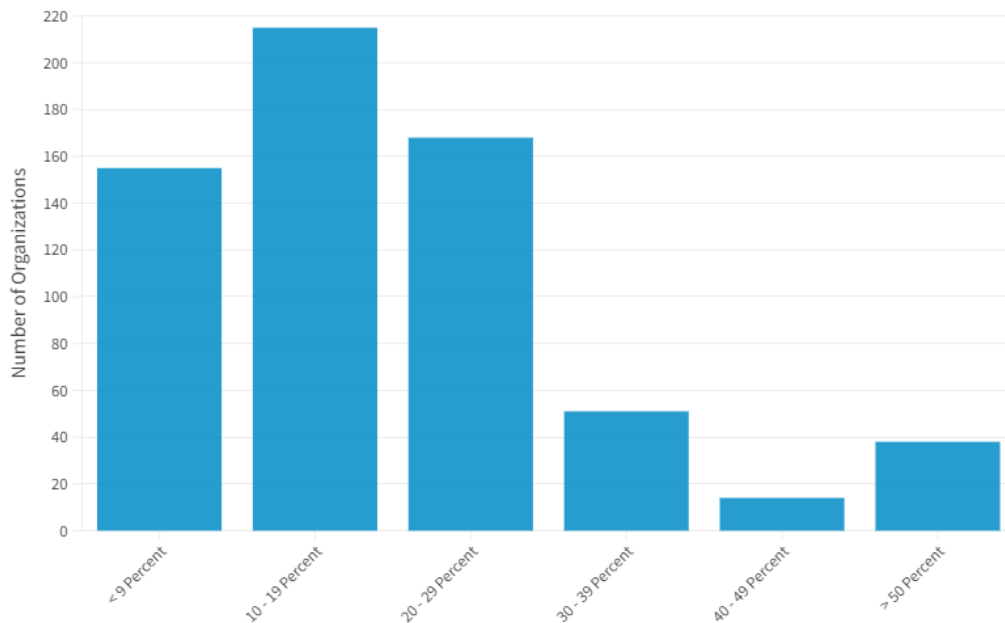
“Come visit us again and again. This is a state of excitement. But for heaven’s sake, don’t come here to live.” The Oregon lockbox did not work. Oregon’s population increased from 2.09M in 1970 to 4.24M today, and increased by 10 percent in the last decade alone. The efforts to limit business expansion in Oregon, to some extent, likely contributed to the inability of many rural residents to transition to the new economy after the spotted owl shut down so much logging in the state, leaving Appalachian style dying towns where drug use and poverty thrived. We are still living with the land use laws of that era, which is certainly holding back our limited ability to build our way out of the current housing crisis.ⁱⁱ

- As we have discussed, the rental increases have been felt most by people of color. The average Black household in Portland (for example), which earns about \$31,538 a year, could not afford the typical rent nor purchase cost in *any* Portland neighborhood in 2020. The average Latinx family, with a median income of \$52,573 in Portland, could only afford to purchase in East Portland.ⁱⁱⁱ Where Portland goes, Salem eventually follows.
- On July 19th, **Alisa Tobin** (Program Director for Home Youth Services), **Ashley Hamilton** (Chief Program Officer of Housing and Homeless Services) and I presented our plans for the expansion of youth work in Polk County to the Monmouth City Council. On August 8th, we are meeting with the Woodburn City Council to discuss the outreach grant that Woodburn recently awarded us to work collaboratively with the City to help navigate their homeless population into services.
- In my role as Vice President for Legislative Affairs at **the Community Action Partnership of Oregon**, we have been meeting this month with key legislators to discuss supply side answers to the housing crisis, tenant protections, and homeless policy. Next month, as part of my appointed work, we have meetings scheduled for the **Racial Justice Council Housing Committee** and the **House Bill 2100 Task Force**. It is never easy to forecast what the “temperature” of a session will be for policy action, but there is a sense of urgency on the horizon with the housing crisis. The state will set the annual inflation rate in September, and as rental anniversaries pass over the following months landlords will be able to raise the rent by 7 percent, plus the inflation rate. It is expected that the inflation rate will be around 9 percent, so we are facing a series of 12- and 24-month baked in increases that are in total around 16 percent just in time for the holiday season.^{iv} The typical two-bedroom rental in Salem cost about \$1,432 a month this spring. A 16 percent increase would raise that price by about \$229, pushing the cost close to \$1,660 a month, about \$19,920 a year. This will be especially hard on single females (61% of which rent in Salem), and people of color.
- We are required by CSBG regulations to have a succession plan for Agency leadership, developed every five years. It’s time to do another one, but my plan is to seek annual renewal of the plan with the Board, because these kinds of documents become dated rather quickly. We also need a new plan because it is time to shift out of two years of crisis operations and toward long-term strategic objectives. I will be finishing my fourth year in this role this month, and starting my fifth year in August. We need to look down the road five to ten years, mindful of our current strategic resources in personnel, and make plans that make the Agency stronger. I am submitting a plan with this month’s board report for your consideration. We will plan to discuss and consider action on it at the full board meeting in August.
- After a great deal of internal conversation, we have decided to forego a **Pre-School Promise** application for our Head Start program this fall. The **Early Learning Division** has rushed to push this competition forward, but failed to think through the service implications of the design, which is not efficient nor in the best interest of families. They are mandating, for example, that children in that grant be served four days a week for six hours a day (24 hours a week). But the six hour a day will double book some of our classroom space in the afternoon, and actually lead to us serving FEWER children, even though our model would serve them more hours per week (5 days at 5 hours, or 25 hours) and cost essentially the same. We do not believe that the state’s design is research based,

nor that it is consistent with parent choice. Nor is it, *we feel most strongly*, consistent with our philosophy of mixed delivery classrooms. We could have taken a small slice of the available funds to run two Pre-School Promise specific classrooms. But that would have required us, under current rule making, to segregate those children from children of other income levels. We do not do that as a matter of policy, and turning our back on that principle would forfeit a key part of our philosophy and vision. We do not need to proceed on this grant for the fall, because we recently had a ~\$1M expansion to our Head Start budget. We can also grab more P3 slots (which the state did not fill). In the meantime, we can work with the Legislature and the Division on rule making, to improve access to state early learning systems, and apply for Pre-School Promise in a later competitive round.

- Head Start:** We received notice today (22 July) that the federal Office of Head Start plans to issue us a deficiency notice over the teacher incident in April at Middle Grove. We had a teacher who broke policy and protocol when she picked up a child (who was sitting in the floor of the hallway and refused to return to the classroom after a break) by his ankles and pulled him down the hall. The child was uninjured in this incident. We immediately suspended and terminated the teacher, and reported the incident out to licensing, funders, and local authorities. But the federal office that reviews each of the incidents felt like the other staff in the area of the video could have moved more quickly to stop the teacher who broke policy. The letter of deficiency will essentially require a corrective action plan and training and technical assistance for program staff. I anticipate the matter to close quickly.
- Agency Turnover Rates:** I would call your attention to the COO's report as well. Our turnover rate has increased since COVID began, from about 11.69% in 2019-2020 to 13.42% in 2020-2021 to 17.35% in 2021-2022. That includes both voluntary and non-voluntary terms. There are many factors involved in that increase. Some of it is driven by market competition for higher paying state jobs in a job seeker's market. Some of it is just burnout from the intensity of social work the past few years in COVID and crisis. Some too because a segment of our jobs were seasonal or temporary layoffs (like the COVID rental relief). *The Society for Human Resource Management* notes that the *voluntary* rate for non-profit organization turnover right now is about 19 percent,

Nonprofit Current Job Vacancy Rates



A Flourish chart

which is higher than the overall labor market at around 12 percent. The *National Council of Non-Profits* reports that 79% of non-profits are finding that salary competition from other sectors are limiting their ability to hire, and nearly 60% have between 10 and 30 percent of their positions open (see the chart above). We are doing a bit better than most non-profits on this front, but we need to get much better in 2022-2023. Helana and our HR Department plan to work with intention on cutting these rates, and we can do a better job by leading with equity-centered policies from the beginning of an employee's tenure, and a specific focus on employee experience in the first six months of service.

- The federal Health and Human Services Department, in collaboration with their Office of Community Services, filmed a brief documentary on some of our work with the wildfire survivors. Office of Community Services funds and supervises the Community Action Agencies nationally. You can view the video here:

https://www.youtube.com/watch?v=od_KoLj6Gv0

- Lastly, COVID permitting, we plan to hold our fully in-person **All Staff Meeting** at the Keizer Community Center on September 14th. And our first (ever) fundraising gala at the Salem Convention Center on October 15th. More details on both to come, but we hope to have as many members of the Board present as possible.

Jimmy Jones
Salem, Oregon
22 July 2022

ⁱ [Oregon farmworkers lack access to childcare, housing, study finds](#). *Statesman Journal* (17 July 2022).

ⁱⁱ [Oregonians once feared their state would be wrecked by out-of-control sprawling development](#). *Oregon Public Broadcasting* (20 July 2022).

ⁱⁱⁱ [Renters of color in Portland left behind by 2020 housing market, city analysis find](#). *Oregon Public Broadcasting* (20 July 2022).

^{iv} [Renters-need-to-brace-for-big-increases-warn-advocates](#). *KTVL Portland* (20 July 2022).

EXECUTIVE DIRECTOR'S REPORT

For the Executive-Finance Committee

MID-WILLAMETTE VALLEY COMMUNITY ACTION AGENCY

July 2022

ARCHES Inn Update: We grow closer to the renovation start date. AC & Company is our architect. Over the past few weeks we have been moving forward with the necessary pre-work. The engineers have been on the job since June 6th and on July 1st they delivered the proscribed 50% of the work, and the drafting of specifications began. On July 29th, 100% is due from the engineers. We are scheduled to advertise for construction bids on August 1st. The Pre-Bid Walk-Thru is slated for August 12th, and bids will be due by August 25th. The target date for the construction pre-work by the general contractor will be September 12th. There will certainly be delays, and unknowns on construction material availability, but the work is, inexorably, moving forward. We have two full floors occupied, and plan to work around the residency as much as we can. The PDF version of the "Progress Set" is available for viewing here:

<https://www.dropbox.com/sh/ez108qmfawmhajm/AAATgikpKsYALP1FHjtQ-dQGa?dl=0>

"ARCHES East" Update: "ARCHES East" is the working title for the acquisition of the Capitol Inn and Suites at 1875 Fisher Road. The project plan is to capitalize on current in-hand resources and secure operational streams to acquire a lasting home for Tanner Project (our Veterans Grant Per Diem shelter), Shelter Care Plus (our medical respite project), both of which are revenue generating, and maximize the Agency's ability to reduce unsheltered homelessness.

The Project Turnkey funding opened on June 24th. The application deadline is July 22nd. On July 7th, Chief Program Officer **Ashley Hamilton** attended the question and answer session on the Turnkey grant, and we learned several critical pieces of information:

- The \$50 million shall be divided into roughly 10 grants of \$5 million each, statewide. This will be a *highly competitive grant competition*.
- **Oregon Housing and Community Services** (OHCS) has pledged \$200K per project in operations support for the 10 properties. This is a very minor commitment, if you do not have other funding streams in place. One of the consistent struggles for the 2020-2021 Turnkey Projects has been acquisition of operational dollars to keep the doors open and services moving.
- The average price per key during the 2020-2021 Turnkey awards was ~\$87,000. And as we know there have been substantial inflationary forces at work since then, especially on real property.
- *Speed of implementation will be of the essence.* **Oregon Community Foundation** (OCF), which will administer the grant per legislative intent, in collaboration with OHCS, wants the funds out, the properties acquired, and the services implemented as quickly as possible.

We will have an enormous advantage in this competition because:

- We have a signed PSA in hand. *Almost no one else will.*
- We have operational streams that will cover the full cost of operations. *Almost no one else will.*
- We have intangible advantages that make it very likely we will be funded.
- Our project will serve identified sub-populations the legislature wants served, including medically fragile and disabled, and veterans.

Our intention is to apply for the full \$5 million from OCF. If awarded, we will have:

- \$1.2M in federal CDS money (in hand)
- \$2.2M in federal VA money (in hand)
- ~\$1M estimated for sale of current Tanner building
- \$5M in Turnkey

Combined we should have a rough total of about **\$9.4M** in acquisition and renovation. As we investigate property costs in the community, inflation has driven property costs ever higher. The LaQuinta Inn ownership group wanted \$176,991 a key! (~\$20 million). But the owner at the Capitol Inn and Suites wants to sell. The motel is three floors, with 76 rooms. His price started at \$125K a door, or \$9.5M total. We opened at \$6.5M. Since then have went back and forth on numbers several times. On Friday, July 8th, we signed a PSA for \$7.5M, with conditions, which the owner accepted. The PSA is now fully executed.

The strengths of the property we want are:

- Willing seller (who isn't insisting that any transaction be part of a 1031 exchange) at a market range price within our grant restrictions.
- Good location, with services, bus lines, and a grocery store close by.
- Property in the city with a local government eager to support additional sheltering.
- Recent renovations; ADA compliance including an elevator.
- No visual evidence of water damage or other heavy renovation needs.
- Appropriate permanent service home for Tanner Project, our Medical Respite project, etc.

Downsides:

- Property will likely need to be sprinkled and a commercial kitchen constructed, as with the ARCHES Inn.

The conditions include acceptable appraisal, award of the Turnkey grant, acceptable building inspection, acceptable environmental, approval by the City of Salem on the intended use, and final Board approval at MWVCAA. If the Committee or the Board feels that any of those conditions are unmet, or are unsatisfactory to the Board's direction, intent, or obligations, we can walk away from this project at any time, and look for other solutions.

Navigation Center Update: As part of a continuing series of legislative allocations in 2021 and 2022, the State of Oregon has funded the acquisition and operations of Navigation Centers in eight cities in Oregon, including Portland, Eugene, Salem, Medford, Bend, the Dalles, Roseburg, and McMinnville. The Navigation Center model *is VERY specific* and not terribly complicated. But most communities do not understand the best practices around them. I fear that most of the navigation centers will become warehouse model shelters before it's done. The navigation system design has a great deal of promise. Simply, you shelter high needs, chronically homeless unsheltered residents and in a cohort model. Every 90-120-180 days you rotate cohorts. You get people sleeping regular hours, eating regular cooked meals, and working to get their documents. Regular patterns of routine reduce trauma states and builds a connection to the habit of sleeping in a bed under a roof. Then, when the time is right, you connect them to a unit (not just a voucher) and exit them into permanent housing with case management. It is a very successful model, when designed and ran well, and especially when not commandeered by other priorities. It is potentially a failure if the purpose becomes too broad or conflicted, with too many cooks in the kitchen trying to do too much.

As part of our Community Action network agenda, we worked in 2020, 2021, and 2022 to develop these resources and bring them to Salem, and we have had an operational handshake agreement in place (soon to be formalized) going back for years. The City purchased a property that we favored (for its potential) at 1185 22nd Street in Salem for \$2.75M last year. But the renovation costs there, especially building it out to its ideal design, are high. We have been involved with the City of Salem every step of the way in this planning and design process dating back for more than a year. We have leant the Agency's expertise in shelter management to the design process, all the way down to the bed layout,

bathrooms, furniture selection, and commercial kitchen space. We will operate that facility, and plan to receive about \$1 million a year from the state to do this work, which will include on-site mental health and 24/7 services. The City had a \$5.4 million deficit on the construction, part of which was closed by a \$3M grant from Marion County last month. We plan to sign the operations contract as soon as this week. There's a general partner meeting in August, including the Marion County Commissioner's office, the Marion County Sheriff's Office, the Marion County District Attorney, and some other partners the County wants in the conversation, including Union Gospel Mission and Church at the Park. We are happy that Marion County has financially supported this work, and hope that they will continue to do so, especially if they are willing to provide access to Marion County Behavioral Health (hopefully for free). Historically they have not invested a great deal in direct services for the unsheltered. So their investment here is encouraging.

Nutrition First Data: We ran some data on our Nutrition First program at the end of the fiscal year, and I hope it helps to underscore the impact of the program. As of June 30th, Nutrition First (part of the Agency's Division of Early Learning and Child Care) has 488 active providers, serving 5,787 enrolled children. There are times I think there's some frustration with running marginally financially viable program work at CAA's. To some extent the Agency has to subsidize smaller programs like this one. But when you look at the **IMPACT** of that work across Oregon, it's enormous. That "small program" served 5,787 low-income children, and fed them nutritious meals two and three times a day, every day, in Marion-Polk and beyond. If you think about the generational impact of that work it is one of the highest margin programs we have in terms of return on investment.

Finance and Operations Updates: At this time of year, Finance is focused on year-end close, finalized budgets, reporting, and the start of a new grant year (for most grants). Grant closeout, in addition to financial year close, is often a complicated matter. We're getting better at avoiding large sums that have to be spent down at the end of the year because there are fewer underspent grants across the Agency (an old phenomenon here for the past decade). We like to have everything budgeted and spent predictably and timely, so that we don't leave lump sums that have to be spent down on less efficient, less timely needs. On the operations side, Human Resources is soon to enter a very challenging time of the year. We will need to hire for the remaining Head Start positions and prepare to start the new school year in September, along with all the seasonal shelter workers we will need for the winter season, and the permanent motel, navigation, and transitional shelter positions that are being added to the work.

Head Start Program Update: We continue to work on the renovation planning for the newly acquired Wallace Early Learning Center in West Salem, which was a board authorized purchase from earlier this year. We are also planning for our first year with the new P3 program from the state of Oregon (which is essentially an Early Head Start variant designed by the Early Learning Division). We also anticipate a Pre-School Promise Award by the end of the summer, which would increase our number of state children by about 80-100 (depending on program design). Applications are due on 21 July, awards announced 24 August, and implementation will follow between 21 September and 31 October.

Head Start Staffing Update: In the past few weeks **Eva Pignotti**, our Chief Program Officer of Early Learning and Child Care, has been focused on Head Start administration and support restructuring. In Head Start, **Liz Salinas** has accepted the position of Associate Director of Operations and Compliance, which will oversee our classroom operations and licensing, ERSEA, child care contract administration, staff hiring and professional development as well as the lead role in program self-assessment and community assessment. Liz has worked for the Agency since 2002, first as an Aide, then Teacher Assistant, Teacher, Team Resource Specialist and most recently the Infant-Toddler Program Manager. She has an Associate's Degree in Early Childhood Education, and she has nearly completed a Bachelor's Degree in Education Administration. **Stacey Eli** has accepted the position of Associate Director of Child & Family Services, where she will oversee the education, family services, health and inclusion & support components of the program. Stacey has been with the program for 25 years, and she has worked her way up through the ranks, holding positions as Teacher Assistant, Teacher, Team Resource Assistant, Team Resource Specialist, and most recently as Head Start Program Manager. She has an Associate's Degree in Early Childhood Education, and is nearly finished with a Bachelor's Degree in Educational Administration. Kyle Miller is the new Family Services & Community Engagement Manager, and Natalie Bratton is now the Nutrition Services Manager.

Weatherization Update: This is very technical information that's quite a bit of "inside baseball." But it allows me to point out how well our Weatherization program is working. Weatherization programs are governed at the federal level

by the [United States Department of Energy](#) (DOE). They require each state to maintain an average cost per unit (ACPU) of \$7,669 for the two-year grant period of 7/1/19-6/30/21. DOE has shared that if a state exceeds the ACPU, there are two options. First, either the amount over the ACPU can be returned to DOE or (secondly) LIHEAP WX funds can be utilized to reduce the DOE investment to an average of \$7,669 for each agency.ⁱ Thus it's important that all agencies maintain an acceptable ACPU. Otherwise, the money is taken from LIHEAP funds meant for other purposes. The ACPU is calculated based on the number of jobs completed, divided into your agencies total program allocation for the two-year period, minus any "health and safety" costs charged off to the 19-21 DOE completions. Keep in mind that the ACPU is based only on the DOE investment in an individual project (not the total cost funded by other funding sources). Oregon as a whole ran over the ACPU by about \$160,000 (not a large sum statewide but critical enough that the state had to find a way to address it). Given some the complexities of project type, COVID, start dates and so forth, we started with an ACPU over \$10,000 but recent project completions have pulled our ACPU down to \$4,880—which not only is really good work, but helps offset the struggles other Community Action Agencies have had in staying below the \$7,669 hard cap here in Oregon.

Community Action Partnership of Oregon (CAPO) Financial Agreement: As you may remember, we picked up the role as fiscal agent for CAPO in February, after it was handed off to us from the Community Action in Albany. CAPO hired a new Executive Director in June, and her preference is that the fiscal arrangement not be housed at a network agency, but with a specialized accounting service in Portland. We support that decision and we are working to hand off that relationship by August 1. Originally, we believed that there was a strategic interest for us in providing this service, but given our own fight for qualified labor in this market, the generally poor state of documentation and process with the CAPO contract when it was handed off to us, grant draw and audit difficulties CAPO has had in 2021; the volume of work exceeds the strategic value. I am also increasingly convinced that the network as a whole is caught not only in an existential external struggle (it is), but that much of it plans to die on a hill over this idea that our primary work is homeless prevention. That position seems untenable as the homeless crisis in Oregon grows worse with each passing year. You need only compare the homeless services revenue coming to us, versus other agencies, to grasp the long-term impact of that decision on CAA's. They will either evolve to meet the modern face of poverty, or face a decline in relevancy over the next decade. Increasingly I think our long-term strategic destiny lies in a different direction.

HOME Youth Services: As expected, the [Mid-Willamette Valley Homeless Alliance](#) Continuum of Care (CoC) approved the award of roughly \$3 million in the Youth Homeless Demonstration Project funds to our Agency earlier this month. Of the four funded projects, three were ours, including \$304,458 to create a new drop-in for youth services in Polk County (location as yet undetermined); \$451,994 for a HUD-mandated Coordinated Entry (CE) function (Youth CE is its own complex creature, and many of the more standard and classic adult tools don't fully capture the scope of youth vulnerability); and \$2,227,618 for a novel transitional shelter-to-rapid rehousing program, where we will take youth (18+) exiting youth transitional shelters (and other youth CE referrals) and place them into their own private market apartments, with case management support for up to two years. A percentage of these funds will convert to permanent funding for the CoC starting in 2024.

The award was not without some controversy. The design of the project at the federal level requires substantial youth participation and a final letter of support from the [Youth Activities Board](#) (the YAB), which is made up primarily of street youth in Salem. The Youth Activities Board (and some members of the CoC Board) believed the process (led by the CoC's paid consultants) was a bit heavy handed, and they really wanted another project funded that would have created a youth micro-shelter community in Salem. I have a seat on the Board of the CoC, as an ex-officio voting member. HUD conflict of interest rules therefore require that our staff not engage in any conversation around the funding decisions with the decision making bodies (the YAB, and the CoC board). So I couldn't really weigh in on the collective wisdom of creating a microshelter community for youth. It would have been a very poor policy choice had it been funded. There is good public research, including research from Oregon, on the criminal activity that surrounds shelter siting. The magic line is about 400 feet. Within 400 feet of the shelter, the crime rates go up several times the background criminal activity rate in the community. Beyond the 400 foot line, the crime rates drop to the same as the background rates. So controlling the entry and egress into a shelter siting is critical. Placing shelters in high crime areas or (especially) areas that already have large, concentrated homeless populations is a very poor idea. Youth in particular are preyed upon and targeted at elevated rates, and siting a shelter within such a zone, without full control of the egress, endangers the people you're trying to help. The safest locations for youth sheltering are in low crime residential neighborhoods, like

our Taylor’s House location. And even there you have to remain forever vigilant that bad actors are not targeting your shelter. The worst place youth shelters can be sited is near a high density homeless population, and we have plenty of well documented cases that demonstrate the consequences of those kinds of choices. The final submissions have been made to HUD. We should have formal notice of the federal award soon.

OR-504, Mid-Willamette Valley Homeless Alliance Youth Homeless Demonstration Program FINAL PRIORITIZED LIST					PROJECT TYPES KEY SSO = Supportive Services Only TH-RRH = Transitional Housing-Rapid Re- Housing CE = Coordinated Entry
Section Name	MWVCAA SSO	MWVCAA TH-RRH	CATP SSO	MWVCAA CE	
Applicant Experience	85.8	87	58.6	78.2	
Project Description	103.3	101.4	115.4	83	
Supportive Services	40.6	39.8	44.6	56.8	
Budget	40.0	30	30	30	
Supplemental Equity Qs	24.0	25	29	18.5	
TOTAL SCORE	293.7	283.2	277.6	266.5	
RANK	1	2	3	4	
YHDP Funding (one year)	\$152,229	\$1,113,809	\$225,997	\$242,217	\$1,734,252
YHDP Funding (two years)	\$304,458	\$2,227,618	\$451,994	\$484,434	\$3,468,504
25% Match	\$76,115	\$556,905	\$112,999	\$121,109	\$867,126
Total Project	\$380,573	\$2,784,523	\$564,993	\$605,543	\$4,335,630
	*		*		
6/14/2022	*contingent on Board waiver for timely submission of application materials				

ARCHES Special Rental Assistance Funds: Since April, we have been running a program called “DAP,” which is [Diversion Assistance Prevention](#). Unlike the rental assistance programs of 2021, speed is not the first (and last) priority. We have time to design specific intervention programs that target those in the court systems, and others in jeopardy of losing their homes. This program (like all effective ones) has direct case management support and offers an on-going relationship so we can help stabilize households. There are two rounds of this “DAP funding,” which in total will provide about \$3.67 million in rental assistance. We are about 17% spent to date, and plan to spend this evenly and with intention over the 2022-2023 years. I anticipate that there will be several more rounds of DAP in the coming years.

Program Name	Total Amount	Program	Admin	Spent	% Spent	Polk Allocation	Status
DAP - Round One	\$ 2,414,551.00	\$ 2,036,303.00	\$378,248.00	\$401,810.93	17%	\$100,000.00	Operational - In OPUS
Dap - Round Two	\$ 1,253,946.00	1,065,854	\$188,092.00	\$ -	0%	\$ 50,000.00	IR approved
TOTALS	\$ 3,668,497.00	\$ 2,036,303.00	\$566,340.00	\$401,810.93	17%	\$150,000.00	

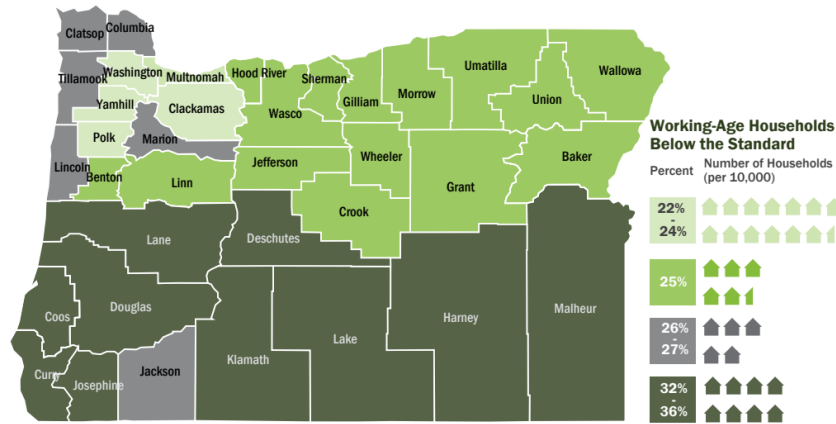
Child Care Resource and Referral: There are additional funds coming from [the Early Learning Division](#) for the R&R program. The contract amendment will allow for a budget expansion in the amounts in the chart below, for additional [Pre-School Promise \(PSP\)](#) coaching (in alignment with the state’s plan to expand PSP to more family-based childcares). There’s also a parity pay adjustment in the works, to create greater pay parity between the PSP Coaches and the PSP Quality Specialists. The state’s proposed amendments are below. The total permanent increase is about \$335,000.

CCR&R	Coach FTE Proposed	2022-2023 PSP Coach Expansion Funding	2022-2023 PSP QIS Pay Parity
Marion/Polk	2.0	\$ 240,000.00	\$ 35,000.00
Yamhill	.5	\$ 60,000.00	\$ 5,000.00

Eviction Rates Update: Eviction numbers in June returned to the pre-Covid eviction levels of about 1,500 per month (which projects to 18,000 per year). The June 2022 number was 1,486. There is a bit of uncertainty on where we go from here. At one extreme, the argument is we have returned to a pre-COVID normal and that evictions should remain firm around 1,500 a month. The other argument is that, given that some protections remain in place, and some anti-

eviction funds are still available (including ours), the eviction waves will spike after the protections are removed, and as the remaining prevention funds are spent down. My instinct is that the truth is closer to the latter answer. Landlords right now (given market increases) have a financial incentive to evict, given that there is a form of rent control at work in Oregon that caps rental increases. One of the very few ways landlords can reset rents to the market is to evict, renovate, and charge more. There is something of a unicorn logic in the temerity of this practice, in believing that better tenants are always an eviction and a price increase away. But in a market where prices are uniformly increasing on all rental properties, lower value properties still draw the same financial profile of tenants, no matter if the cost is \$900 or \$1,500 a month.

Figure A. Income Inadequacy Rate by County: OR 2019



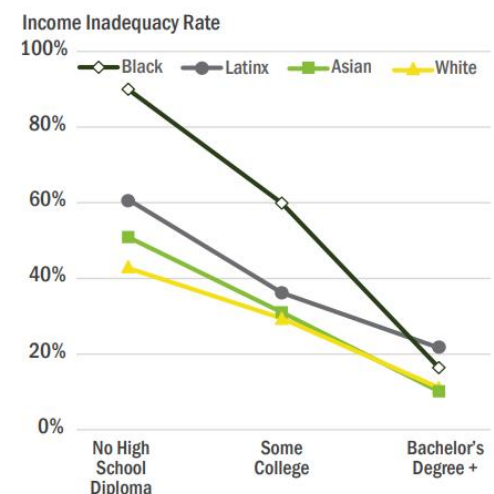
Source: U.S. Census Bureau, 2019 ACS 1-Year Public Use Microdata Sample.

even people of moderate means. Let me give you an example without naming names. We have someone in the agency whose landlord gave them an eviction notice last week. The landlord is using a no-cause loophole that says if you provide relocation assistance, and the unit is to be made uninhabitable (no water or electricity for example) by the renovation, then a no-cause eviction notice is valid. This is someone who is well paid, but they have found that there are very few places available in the region. What is available is exceptionally expensive. For average working people facing these circumstances, their probability of being able to rehouse alone is remote. If they're lucky they will be able to move in with their parents or other family. If they're not lucky, many across Oregon could be forced to live in their cars. I expect the homeless population to increase as a result of these market forces. **Marion County in particular is very vulnerable, where about 1 in 4 households are under the income sustainability line.**

The relationship between evictions and newly homeless folks is well documented in research. For example, one recent study (2018) of evictions in New York demonstrated that “evictions increase the probability of applying to homeless shelter by 14 percentage points, on a baseline of 3.4 percent among not-evicted households, and increase the share of days spent in shelter during the two years after by 5 percentage points, *or about 36 days* (emphasis mine)”.ⁱⁱ Beyond the dangers of homelessness itself, there are “soft costs” that are frequently as damaging. Evictions force families from their homes, expelling them from their communities. Children often end up switching schools, and losing access to needed friends. A great number of folks lose their household possessions, or end up storing them in often predatory storage practices. There is evidence connecting evictions to job loss, depression and otherwise poor mental health. The eviction moratoria for the past two years, moreover, abated many of the consequences of rent burdened households, allowing them to spend resources on consumables, especially food and groceries. These

The statewide housing networks have worked very hard in recent years to prevent that opportunity for financial gain from superseding the public interest of keeping people in their homes, including heavy restrictions on no-cause evictions. Still, it's an imperfect solution and many advocacy agencies plan an aggressive round of new tenant protections in 2023, the success of which in the legislature will largely be driven by the eviction numbers of the next six months. The other phenomenon at work is that a 2022 eviction is not qualitatively the same as a pre-COVID eviction, in the impact on children and families and

Figure P. Income Inadequacy Rate by Education & Race/Ethnicity of Householder*: OR 2019



* The householder is the person (or one of the persons) in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees.
Source: U.S. Census Bureau, 2019 ACS 1-Year Public Use Microdata Sample.

effects were especially pronounced among African American households, which in Oregon earn considerably less than any other demographic.ⁱⁱⁱ Research in Connecticut in 2020 showed a correlation between evictions and reports of child abuse and neglect.^{iv}

We don't need to look too far afield to find even more evidence for the consequences of evictions and its correlation with homelessness. Our community suffered a tragic loss when Jill K. was evicted along with her three children from low-income housing in February of 2020. She had little choice but to move to Cascade Gateway. By November she had passed away, joining nearly 50 others who died homeless in the past two years. She was just 36.^v

	2019 monthly	2021 monthly (Jan-June)	July	Aug	Sept	Oct	Nov	Dec	2022 Jan	Feb	Mar	April	May
Filings	1,556	377	752	909	881	770	920	857	806	889	1122	1188	1267
# non payment		66	361	463	482	418	566	514	437	541	740	776	839

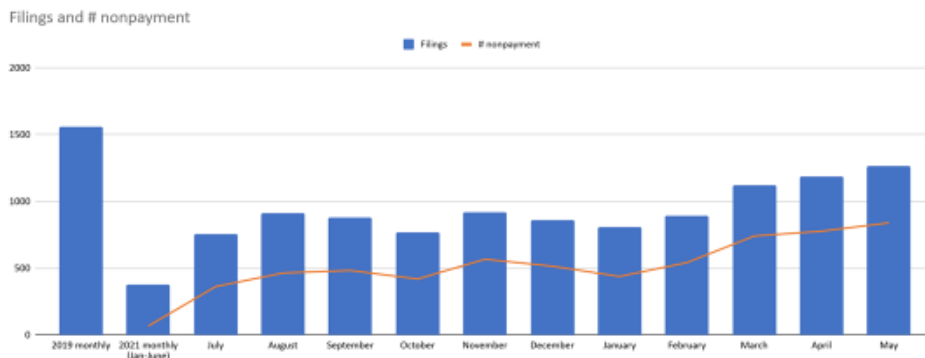


Figure 1 Oregon Evictions, 2019-2022

5.1 Affordable housing, homelessness, and evictions

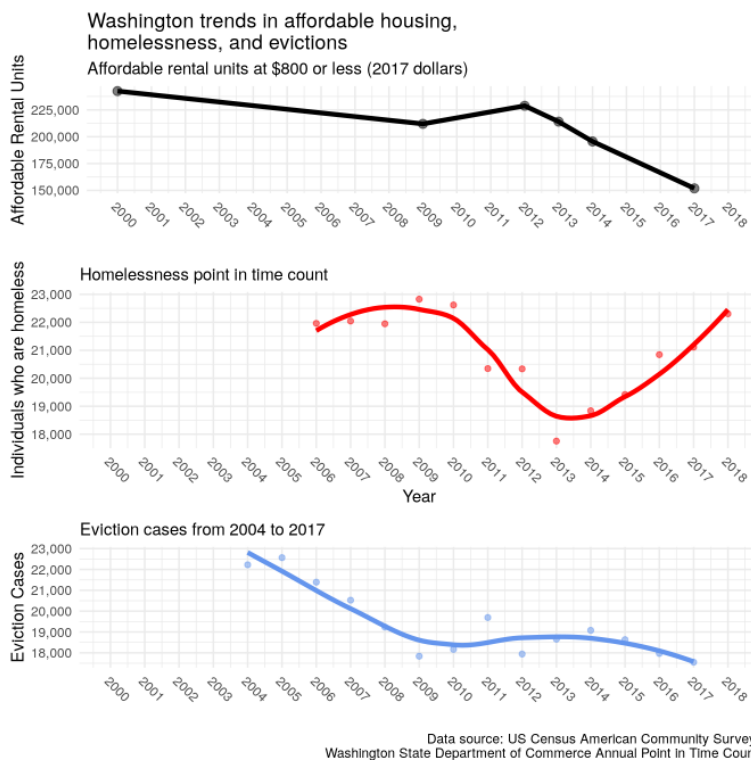


Figure 5.1: Trends in affordable housing, homelessness, and evictions for Washington State

Again, there's a certain magnitude of unknown in front of us in the eviction fight. But what's clear is this: *There is a documented connection between evictions and new homelessness for low-income residents of our community, and the ability to rehouse right now is exceptionally more difficult than it was in 2019 or 2010 or 2005.*

This next chart demonstrates what's happened in Washington state over the last 20 years (ending in 2018). The total eviction filings there are actually down, proportionally lower there than even they are in Oregon. But the consequences of an eviction now are much more dire.

Why? Primarily because of limited housing stock and the absolute decline in affordable rental units for people to move into. Unlike 20 years ago, there is no obvious next unit. In

the end, this is a game of three dimensional chess. It's not just the complex correlation between evictions and homelessness. That's a two-dimensional paradigm. It's the connection between evictions, homelessness and the skyrocketing rental market and the decline of affordable units.

Dobbs v. Jackson: One of the fundamental truths about any non-profit is that we do NOT get involved in partisan politics. We work with everyone, no matter their affiliation, and our state and national networks have much support from every corner of the political world. I've worked with politicians of both major parties that were very good (and some whom were quiet terrible) on policy matters concerning the poor. It's also a fact that we are obligated to talk about the consequences of public policy decisions on people in poverty, and rest assured we will not be able to avoid this issue in time. Earlier last month, the Supreme Court of the United States, in a 5-4 decision, overturned the *Roe v. Wade* ruling from 1973, and the *Casey* decision from 1992, overturning 50 years of established law and declaring that the U.S. Constitution does not confer a right to an abortion. The abortion issue was thus sent back to the states, giving state legislatures the ability to establish the legality of abortion in their states. In Oregon, it's improbable that abortion rights will be restricted at any point in the foreseeable future. But nationally, the *Dobbs* decision will have consequences for people in poverty. Homeless women and runaway and homeless youth, in particular, are frequently the subject of sexual assaults and coerced relationships, which frequently result in unplanned pregnancies. Those in poverty, and people of color, will feel disparate impact. White women of means will find it easier to travel to California for an abortion; while poor women will not have the same options. The United States already has a shockingly high maternal mortality rate, compared to most western nations. And without federal paid family leave and little federal financial support for those raising young children (remember, the enhanced earned income tax credit expired in December of 2021 and drove millions of American families into poverty), the financial viability of larger families in a time of enormous inflation, racially inequitable institutions (education, criminal justice, employment, housing, etc.), and general lack of upward mobility, poverty will be more pervasive in the years to come.

Undoubtedly there will be "knock-on" effects for people in poverty, including elevated maternal mortality rates for women in poverty, and more women out of the labor market. Three of four women in America who have abortions are living below 200 percent of the federal poverty level (about \$27,000 per year) and nearly half are at 100 percent of federal poverty level or below. Beyond the matter of personal liberty and private choice, there is general disagreement on the long-term consequences of the impact of *Roe* on the American economy. There are those who believe that *Roe* has grievously harmed the American economy, and believe the arguments that abortion rights elevate young women from poverty to be spurious. Much of the determinations, however, center on whether you see the issue as a sociological or a personal issue; or an issue of individual rights/liberties or religious morals and general ethics. It's possible too that the anti-abortion movement will follow upon this victory, which is 50 years in the making, and commit itself to fighting the inevitable growth in child poverty that will follow. Hopefully they will, nationally, push the same effort into demands for adequate early education, food and housing assistance, better pay, expanded Medicaid and other anti-poverty work.

Long-term, *Dobbs* also calls the personal right to privacy (that *Roe* was based on) into question. How federal law shapes up on matters like same-sex marriage, transgender rights, bedroom privacy and even mixed-race marriage is now in question. Some of those issues travel straight to the heart of our identity, our mission, and vision. There are certainly many unknowns ahead.

Jimmy Jones
Salem, Oregon
11 July 2022

ⁱ LIHEAP is the Low-Income Home Energy Assistance Program. It's a federal Department of Energy program that in part funds both our Energy Services and Weatherization programs.

ⁱⁱ Collinson, Robert and David Reed "The Effects of Evictions on Low-Income Households" Cited at https://www.law.nyu.edu/sites/default/files/upload_documents/evictions_collinson_reed.pdf (December 2018): 3.

ⁱⁱⁱ An, Xudong et al. "More Than Shelter: The Effects of Rental Eviction Moratoria on Household Well-Being." ERN: Urban Markets (Topic) (2021).

^{iv} Bullinger, Lindsey R and Kelley Fong, "Evictions and Neighborhood Child Maltreatment Reports," *Housing Policy Debate* vol 31 (2020): 490-515.

^v Statesman Journal (April 4th, 2021). Cited at <https://www.statesmanjournal.com/story/news/2021/04/04/oregon-how-many-die-homeless-each-year-state-legislation/4822409001/>

**Chief Operations Officer Report
To The Community Action Agency Board
Helana Haytas, COO July 2022**

Staffing Update

This month we have two new staff in HR. Rocio McPherson, Leave of Absence Administrator, and Jayde Larsen, HR Assistant/Recruiter. HR has continued to specialize the team to be able to provide a higher level of support to staff and management as well as address the growing number of services offered to the community.

Employment across the Agency

The agency currently has 31 open positions, which also includes six on-call openings for sub pool in Head Start. The agency turnover rate over the course of the last three fiscal years, July 1 to June 30.(Source:Paycom)

Department	19-20		20-21		21-22	
	Separations	Total %	Separations	Total %	Separations	Total %
Admin [90]	3	8.74	5	12.3	7	13.1
CARS [19]	0	0	1	9.09	1	7.14
CCR&R [20]	2	12.13	0	0	2	8.71
CRP [10]	13	18.84	53	38.86	80*	35.15
Energy Asst [30]	2	16.13	0	0	1	6.67
HYRC [70]	9	24.19	10	20.35	13	20.74
Head Start [60]	44	10.12	33	6.84	57	10.91
USDA [50]	0	0	0	0	1	11.11
WX [40]	1	8.22	1	7.14	1	6.25
Total Count and %	74	11.69	103	13.42	163	17.35

*End of COVID-Rental Assistance Program (lay-off)

Training being rolled out to Managers this month is with the Agency Everfi Online Training System.

Courses (All courses are available in English and Spanish):

- Preventing Harassment & Discrimination
- Diversity, Inclusion and Belonging
- Managing Bias
- Blood borne Pathogens
- Hazard Communication
- Injury & Illness Prevention
- Data Security & Privacy
- HIPAA
- Workplace Violence Prevention
- Social Media and Your Job

Additional training for New Employees include: OSHA Heat and Wildfire Smoke Training
And Agency Active Shooter Training.

**Chief Financial Officer Report
To The Community Action Agency Board
Kaolee Hoyle, Chief Financial Officer
July 2022**

401k Audit – In Progress

The 401k audit is in process. The deadline is October 15th. We anticipate issuing in August.

Audit

The FY22 audit has been scheduled for fieldwork the week of November 14th.

Open Positions

We are hiring for the following roles:

- Accounting Manager
- Payroll Specialist

NOW CFO

We are working with a temporary candidate from NOW CFO to assist while we search for a new Accounting Manager.

Payroll Filings

All payroll deposits have been made timely.

MWVCAA

Actual to Budget, 7/1/2021 - 5/31/2022

	7/1/2021 - 5/31/2022		FY22 - Budgeted	Expected Spent %	Actual Earned/Spent %	Difference
Grant and awards	\$ 60,285,262		\$ 61,006,374	92%	99%	7%
Other program revenue	254,023	{a}	60,000	92%	423%	332%
Contributions	123,559		150,000	92%	82%	-9%
Total Revenue	60,662,845		61,216,374	92%	99%	7%
Expenses						
Community resource programs	27,319,084		30,515,980	92%	90%	-2%
Reentry services	338,331		399,690	92%	85%	-7%
Child care resource and referral network	1,368,320		1,541,591	92%	89%	-3%
Energy assistance programs	8,415,168		5,089,512	92%	165%	74% {b}
Weatherization services	1,822,567		1,580,238	92%	115%	24% {c}
Nutrition first USDA food program	3,974,052		4,017,994	92%	99%	7%
Head start	13,731,730		13,827,350	92%	99%	8%
Home youth and resource center	1,344,556		1,549,199	92%	87%	-5%
Management and general	2,417,062		2,694,820	92%	90%	-2%
Total Expenditures	60,730,870		61,216,374	92%	99%	8%
Revenue Over/(Under) Expenditures	\$ (68,025)	{d}	\$ -			

{a} \$103k is related to Wx's NW Natural Gas Reimbursement. We don't budget for these reimbursements because they are dependent on the project which could span multiple years, and is dependent on other variables.

{b} Additional funding increasing total budget to \$10,359,235.25. funding did not come in until January. Most of the grants are for 12 months, but can be extended to 18 months.

{c} Additional funding increasing total budget to \$2,929,062.45. Funding did not come in until January. Most of the grants are for 12 months, but can be extended to 18 months. There were supply chain issues that caused delays; however, work is expecting to pick back up.

{d} Timing of billing.



Mid-Willamette Valley
COMMUNITY ACTION

July Board Report: Development Department

Laurel Glenn, Director of Development

Grants

Awarded:

- **Youth Homeless Demonstration Program** – We put in three separate applications to the CoC for YHDP, to support and expand HOME Youth Services. Pending formal approval from HUD, we secured **\$3,016,510** for two years of funding across all three applications.
- **Salem Foundation** – We were awarded **\$2,000** to support Tanner Project staff in obtaining mental health training, to better serve the veterans at Tanner Project.

Recently Applied:

- **Willamette Health Council** – We applied for a \$100,000 grant to support De Muniz' Rapid Re-Housing Program, which reduces barriers re-entry clients experience while exiting incarceration.
- **City of Salem Crisis Response Grant** – This grant would provide funding to establish a Crisis Response team out of ARCHES to respond to non-emergent calls in Salem.
- **Oregon Community Foundation** – We applied for a \$5 million dollar grant to put another non-congregate shelter in Salem, for veterans and chronically homeless, medically fragile individuals.

Fundraising

- **Kindful Donations**

- Donations through our donor software, Kindful, are currently at **\$1,197** for July.
- Our June email appeal went out to a smaller segment of our donors (37) and was more targeted, based on donor interests. We asked for donations to make Heat Kits (sports drinks, socks, water bottles) and to support our Emergency Cooling Shelters as the temperatures increase and more of our clients are vulnerable to heat stroke.

Fundraising Event

- Our Event Planning Committee, comprised of members of our General Fundraising Committee, chose a theme for our first annual event: A Night Under the Stars. They also approved an official invitation!
- Interested in getting involved in the event planning process? Please text, call, or email Laurel Glenn at 971-304-6848 or laurel.glenn@mwvcaa.org to find out more info or get involved.



CCR&R PROGRAM REPORT
Shannon Vandehey-Program Director
July 2022

Opportunities:

City of Salem Child Care Grant:

- Submitted final Quarter 4 report for this project. 10 participants successfully completed the cohort and received child care business training and supports/advising through the SBDC (Small Business Development Center) and Chemeketa Community College. With City of Salem approval we received an amendment to continue another co-hort, starting in September and ending to December 2022. Dates are tentatively set, and recruitment is set to begin.

Marion/Polk/Yamhill:

- From the June report I mentioned that CCR&R attended the small business ecosystem summit in Woodburn. Was hosted by RDI (Rural Development Initiative) who are acting as consultants funded by Business Oregon, in partnership with the Cities of Woodburn, Aurora, Donald, Gervais, Mt. Angel, Silverton, Marion County, along with several Chambers of Commerce in North Marion, and Willamette Workforce Partnership.

This was super informative. What is new is that from that initial meeting we have had 3 organizations reach out and connect with us to learn more about what CCRR and the agency does and start to look at how we can partner in the future. One connection was Worksource, in which I have been trying to connect with for some time. The real fun fact is that the person who connected was an actual family child care provider that I knew back when I was doing home care as well, so she really understands the needs and is real excited to see what we can do together to increase the child care workforce.

Another connection was with an organization called Community Lending Works that provides business supports and training at no cost in English and Spanish. We are super excited with this one and will be partnering with them in the near future. One training that is particularly difficult to find is Tax preparation in relation to child care. They said they could support that!

- CCR&R is Registered for a booth at the August Family Building Blocks 2022 Riverfront Family Fun Fest. For the last two years this event has been canceled due to Covid. Real excited to see it back.
- CCRR meeting with Polk County Family and Community Outreach in August to discuss additional collaborations.
- CCR&R will be partnering with the Rural Development Initiative, who has one time funding to provide a Child Care Business Basic class (8 hours) in Dallas. This will take place at the Chemeketa campus there. It will be for Spanish speaking providers. They will receive a \$100.00-\$200 Stipend for attending. CCRR Staff will present about CCRR services and supports. This will be in August.

Challenges:

- CCR&R is preparing to bring all staff back to the office by July 1. There will still be the option to work virtual if needed, especially for those who work primarily in the field, but I feel like the team

is ready. I think this will be very important as we really need to reestablish our team relationships and reduce internal silos.

- Quarter 4 Reports due to Early Learning Division mid-August:
Quarterly Report April – June 2022
Quarter 6 Training Report –October-December (This report is the training planned for a quarter ahead of current quarter we are currently in).
Quarter 4 ODHS/SEIU Training report
- Challenge and an Opportunity: The Early Learning Division has told CCR&R's that there will be an amendment to for additional dollars/FTE to add Preschool Promise Coaching positions, as they are expanding PSP in the community, supports need expanding as well. We are unsure of the amount of FTE we will be receiving for our Marion/Polk and Yamhill work. Information is supposed to be coming soon. The challenge will be space. We may need to think about converting one of our small meeting rooms to a shared office.



Mid-Willamette Valley
COMMUNITY ACTION
The ARCHES Project

615 Commercial Street NE
 Salem, Oregon 97301

CRP Board Report - July 2022

Beginning April 4, 2022 the ARCHES Day Center expanded its service hours and is now open six days a week. During these expanded hours all traditional services are available, including: mail, showers, laundry, meals, and client care services. The new Day Center hours are Monday - Saturday 9am - 4:30pm.

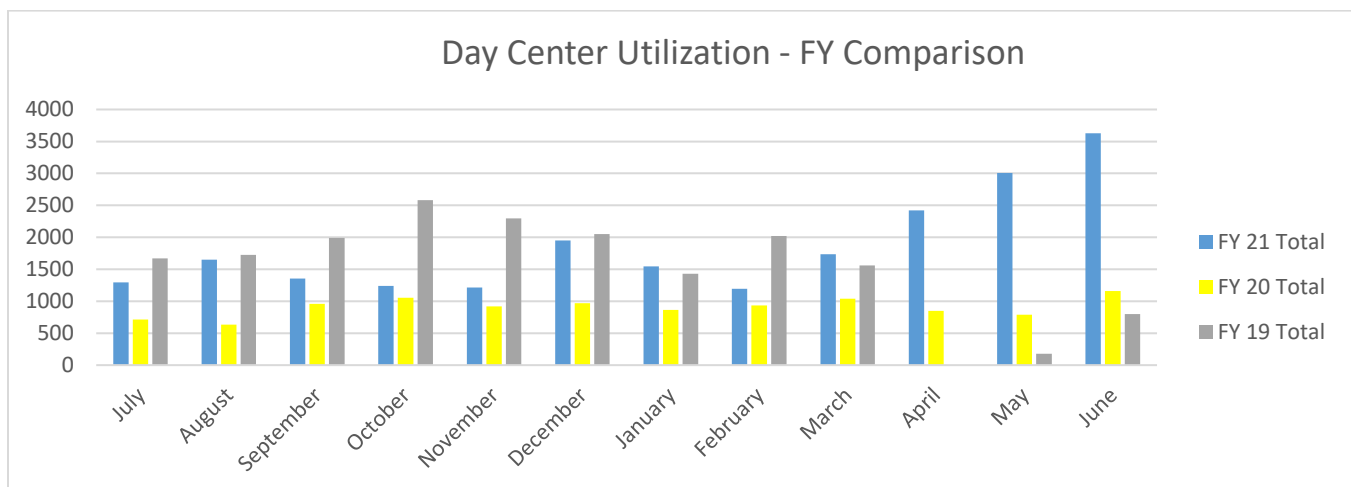
**Expanded Day Center Hours
Starting April 4th!!**

**Monday - Saturday
9am to 4:30pm**

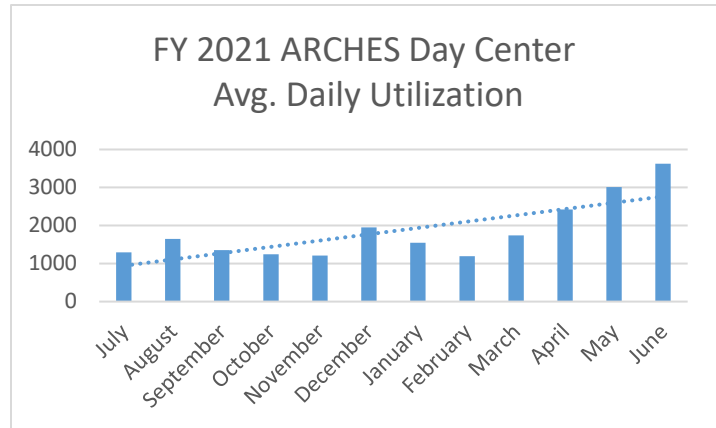
**Breakfast, Lunch, Showers, Laundry,
Mail, Client Care and Internet access.**



Since opening day, the total number of duplicated Day Center visits is 77,501 - with an average daily attendance rate of 106. Since the beginning of FY 2021, the Day Center has seen a steady increase in utilization over FY 2020. With May utilization being 205% higher than the previous year, and June utilization showing a 192% increase. During this fiscal year alone, Day Center utilization has risen 181% from July 2021 to June 2022. This increase is likely attributed to the expanded Day Center hours; showing an increased need for services outside of traditional business hours. **June 2022 was the highest Day Center utilization to date, at 3,628 duplicated visits.**



Day Center Utilization by Temp. FY 2021			
Quarter	Total Visits	Avg. Daily Utilization	Avg. Daily Temp.
Q1	4298	65	83
Q2	4404	66	54
Q3	4477	70	53
Q4	9059	118	65

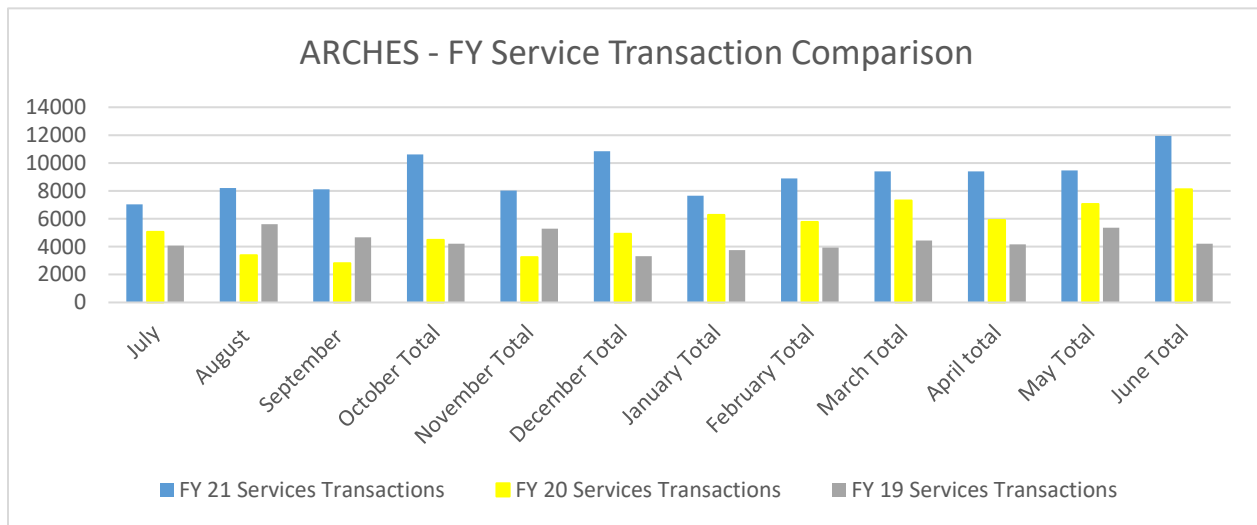


Additionally, during the June 2022 heat spell, ARCHES Day Center offered expanded hours into the evening as part of its Emergency Response Initiative. Offering additional shelter hours coupled with ice packs, cooled beverages, and access to medical supports if required. ARCHES Outreach also provided these services in the field. Transporting individuals to the ARCHES Day Center upon request. During this period, Outreach engaged with 426 individuals, and additional 136 clients utilized the Day Center.

ARCHES Basic Needs & Supportive Services:

Basic Needs & Supportive Services									
Month	New client Mail Boxes	Checking Mail	Meals	Calls	Pet Food	Hygiene Packs	Showers	Laundry	Client Care
Q 1 Total	157	3076	17330	981	176	173	590	342	524
Q 2 Total	149	3862	21923	1264	373	285	611	393	621
Q3 Total	167	3199	18972	809	382	963	548	363	547
Q4 Total	226	2898	22790	1391	623	1156	705	406	610
FY 2021 Total	699	13035	81015	4445	1554	2577	2454	1504	2302
FY 2020 Total	496	11871	37078	9066	559	642	2293	863	1534
FY 2019 Total	735	11685	22326	16505	793	371	605	105	305
FY 2018 Total	750	9908	23145	17505	1863	403	N/A	N/A	N/A

Current utilization of Day Center Supportive Services continues to grow, especially in comparison to FY 2020 and FY 2019. During May & June 2022 ARCHES saw **21,404 supportive service transactions**. With more than half of those occurring during June 2022. This is double pre-pandemic service levels from FY 2019. ARCHES Supportive Services has also surpassed FY 2020 numbers in all categories. Overall, **for the Fiscal Year of 2021, ARCHES provided 109,585 supportive service transactions**. The majority of Supportive Services provided in May and June were in the meal category, including **breakfast, lunch, and evening meals; providing 16,301 meals during the two month period**.



Program Success Story: Kaiser Permanente Project HOME (KP HOME)

“Steven Smith was referred to us by the Keizer Permanente network. He is someone who has engaged with our Outreach and Day Center many times. When not at ARCHES, he could be found receiving services at HOAP or sleeping with his dog near the railroad tracks. On April 14 Steven became enrolled in Project: HOME. He was eager to get housed and excited to make positive changes in his life. Since becoming a client in the program, he has met with his case manger 1-2 times every week. Within a few days of program enrollment, Steven reconnected with his Primary Care Provider and received a referral to manage his Hep C.”

“Although he had several housing barriers that made it difficult to be approved for a unit, our housing navigator was persistent. She met a potential landlord in person to advocate for Steven. After forms were filled out, staff kept in contact with the landlord. We soon realized Steven was approved for the studio unit. We were able to work with community partners and assist him with moving in and setting up his new home. He looks forward to having a place to call home where his daughter can now visit. Since becoming housed, Steven has continued with his medical treatment. He recently began working with Marion County for addiction and mental health support. He has a psychiatrist, and a mentor. He is also is working toward applying for SSI and looking for long-term housing opportunities. Steven’s story has demonstrated that health outcomes are greatly improved when people are provided housing stabilization and intensive case management centered on the social determinates of health. Reducing health inequities and routing to effective continuums of care.”

- Lindsay Dent, ARCHES Program Manager

ARCHES Housing & Specialty Programs:

For the 2021 Fiscal Year, ARCHES continues to report monthly on households and individuals served by our housing stabilization programming. This data is represented in two categories. The first category, focusing on ARCHES housing programming (*Table 1*), outlines our residential facilities, rapid re-housing services, rental assistance, barrier removal, and deposits. The second category is specialty programming (*Table 2*), which is inclusive of services that provide basic need supports, as well as self-sufficiency development.

During the month of June, 151 households (417 persons) received housing support. Including 45 new housing placements, as well as 13 households exiting into self-sufficiency, meaning they are able to live independently of ARCHES assistance moving forward. There were also 65 households on active housing search, working closely with navigation staff for placement. Since tracking began in July 2019, 665 households have exited ARCHES programing into permanent housing solutions.

At Fiscal Year 2021 year end, a total of 583 households have been supported by ARCHES Housing programing.

June Data:

ARCHES Housing Programs										
Table 1										
Core Programs	New Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	Total Households in Housing	Household PH Exists	Marion Households	Polk Households	Total Unique Served
Home TBA	1	6	2	3	6	16	0	7	9	67
ERA	0	0	0	0	0	3	0	3	0	3
HUD CoC	1	8	1	1	7	5	0	5	0	36
City of Salem - TBRA	1	5	2	0	8	31	0	30	1	80
EHA	0	0	0	0	0	1	0	0	1	1
DHS Fresh Start	9	9.8	12	14	4	0	0	9	0	26
DHS Navigators	11	9.8	12	0	4	2	5	11	0	12
HSP	1	9.7	11	20	1	1	5	7	2	31
Redwood Crossing	0	11	30	0	6	30	1	29	1	30
ARCHES Inn	12	9.48	31	1	9	26	1	25	1	32
OHA-VRAP	2	9.07	41	2	2	28	0	30	1	43
Tanners Project	5	6.6	30	0	14	0	0	29	1	30
VET DRF	1	3.25	7	0	1	2	1	4	1	7
EHA	1	7.38	17	2	3	6	0	14	0	19
Clients Served	New Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	Total Households in Housing	Household PH Exists	Marion Households	Polk Households	Total Unique Served
June Served	45	6.8	196	43	65	151	13	203	18	417

ARCHES Specialty Services engaged 791 households in this most recent period (June 2022). The two most common services are VSO assistance (veterans) and Coordinated Outreach programs. To date, 23,941 households (duplicated) have connected with ARCHES Specialty Services since July 2019.

ARCHES Specialty Programs							
Table 2							
Specialty Programs	Households Served	Adults	Children	Veterans	Fleeing DV	BIPOC/LatinX Individuals	Total Unique Served
Marion County VSO	239	239	0	239	0	N/A	239
RENT	10	10	0	0	0	0	10
Birth Certificates	0	0	0	0	0	0	0
Coordinated Outreach	368	368	0				368
Mobile Showers	0	0	0	N/A	N/A	N/A	0
Fuerza Campesina	174	174	10	0	0	184	184
June Served	791	791	10	239	0	184	801
Coordinated Entry	66	81	77	1	8	N/A	158
Coordinated Entry - June TOTAL	66	81	77	1	8	0	158

At Fiscal Year 2021 end, 10,725 individuals had engaged with ARCHES Specialty Services. With the bulk of participation occurring with the VSO program (3,632), as well as our farmworker program, Fuerza Campesina (4,006). In addition, through Coordinated Entry, 2,060 housing assessments were conducted, serving 1,153 households.

Program Update: *Veteran Service Office (VSO)*

Opening in July 2018, MWVCAA has been home to Marion County’s Veteran Service Office. A program which helps veterans, as well as family members of veterans, access, obtain, and/or maintain Veteran Administration benefits. This team is located at 780 Commercial Street, open Monday - Friday. This 4 FTE team works to increase a household’s financial stability by filing and assisting with claims related to injuries afflicted during active service. Since opening, over 2,034 claims have been filed and 1,989 claims have been won on behalf of the veteran. Resulting in a 97.8% assistance rate, and over \$9 million in back claim benefits and \$4.7 million in on-going monthly payments to veterans.

Veteran Service Office Services Since Opening				
Retro Total	Monthly Total	Claims Won	New Claims Filed	Win %
\$9,242,742.75	\$4,705,914.90	1989	2034	97.79%

Program Update: *Emergency Response Services - Extreme Heat*

Each summer season, ARCHES prepares for climate weather related to excess heat by first outlining our key service principles. These include:

- Minimize injury and loss of life for those experiencing homelessness at times of extreme heat.
- Minimize adverse health outcomes.
- Provide timely and accurate information to the public regarding cooling efforts as it pertains to the effects of those experiencing homelessness at the time of emergency.
- Provide for the immediate needs of unsheltered individuals by rapidly deploying trained outreach teams.
- Activate short-term emergency shelters.



For future excessive heat days, ARCHES has created three response levels. The execution of the plan at each of these levels will be dependent largely on the forecasted temperature for one 24-hour period.

- **Level 3 Response:** Activates when temperatures fall between 90 degrees and 94 degrees. Initiates an outreach effort with no shelter component outside of normal day center hours of operation.

- **Level 2 Response:** Activates when temperatures fall between 95 degrees and 99 degrees. Initiates an outreach effort and the expansion of day center hours on days that the center is typically open to at least 7:00pm.
- **Level 1 Response:** Activates when temperatures are above 100 degrees. Initiates an enhanced outreach effort, activation of emergency shelter network to include ARCHES Day Center from 11:00am-7:00pm, and additional shelter locations. Community collaborations include: creating list of all available daytime and night time shelters, transportation coordination, resource sharing, dissemination of information to the public in a timely manner about responses and available resources.

Program Update and Success Story: ARCHES Inn

“The ARCHES Inn continues to expand its reach and achieve outcomes. With the recent addition of the second floor, the Inn has 35 total rooms available for occupancy. This leaves enough rooms in the building to move guests as needed with renovations planned to begin in September.”

“We continue to prioritize wildfire households and focus on the chronically homeless and medically fragile. Wrap-around services at the Inn, cooperation with other programs within the agency, and collaboration with community partners have allowed us to see great improvement in the outlook for many of our clients. Nearly all of our shelter guests are engaged with health and wellness services, all see case management regularly, and many are in the housing search process.”

“In addition, we have incorporated Shelter Plus into the Inn, a temporary medical respite program for unhoused individuals discharged from hospitals or care facilities who still need ongoing care but have nowhere to go to receive such care. While receiving supportive services for acute conditions, these clients have access to case management and other resources. There are currently eight such individuals sheltered at the Inn.”

“In addition to a list of outcomes involving households being housed or overcoming barriers to show the value of the Inn. We also examine the dignity a place like the Inn provides for our fellow neighbors. Very recently, we took in an elderly woman with terminal cancer. The outcome, by all statistical metrics, will be negative. However, to give someone a safe, secure, and dignified space to travel this difficult journey cannot be measured. This is the heart of ARCHES Inn.”

“Another incredible success story is that of John. On December 20, John was soaking wet and freezing in a flooded tent. Amongst service providers there wasn’t much argument that he wouldn’t have survived the winter without some kind of intervention. Most of ARCHES was familiar with John, as he was a long time homeless resident in Salem and a frequent guest of our Day Center and Warming services. However, John finally graduated from the Inn in June. Every kindness, encouragement, check-



in, follow-up, advocacy, etc. was a step toward that moment John now has an apartment he is sharing with a caregiver, and will have continued medical and occupational supports going forward. The Inn will be checking in to make sure the transition is smooth, but staff are very excited and optimistic for this next chapter in John’s life. “

- Andrew Marshall, ARCHES Program Manager

Program Showcase: Wildfire Recovery and Resiliency Account (WRRRA)

In 2021 the Oregon Legislature approved \$21,500,000 in emergency funds for the WRRRA program to assist Oregonians that were affected by the 2020 Labor Day wildfires. The program funds: shelter, clothing, and essential services for those impacted households. It also provides housing and housing support to those who were made houseless. In late fall 2021 MWVCAA was awarded \$3.12 million of this WRRRA allocation.

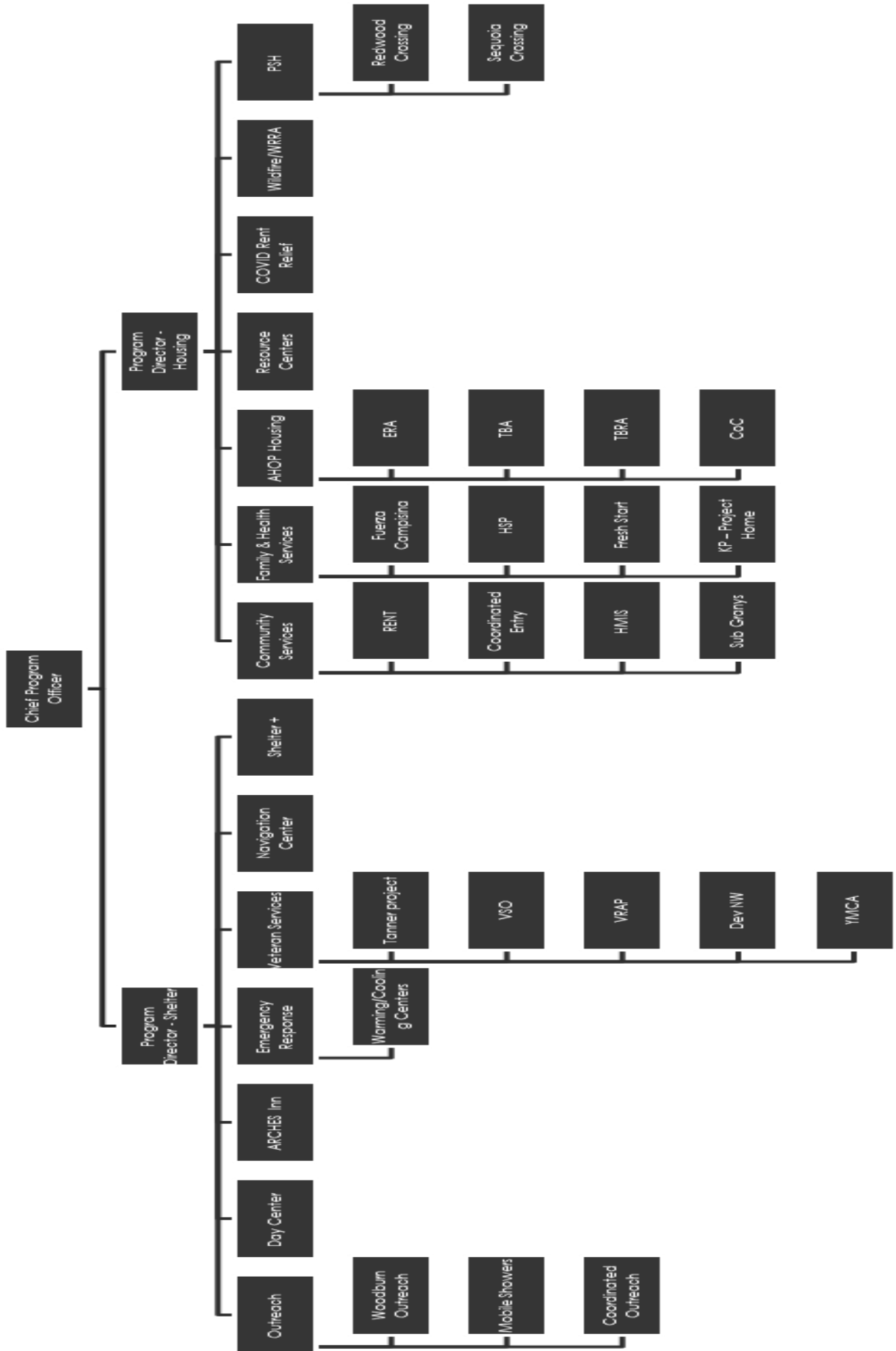
The overarching goal of WRRRA is to move participants into permanent housing that is affordable, acceptable, and safe, while acknowledging that some participants will have to stay in temporary (e.g., hotels) housing while permanent housing is built or obtained. WRRRA follows a “Housing First” philosophy, which increases equity by reducing barriers to program entry such as requirements around income, housing readiness, sobriety, and employment in favor of getting participants into housing as quickly as possible.

To date, 140 households have been served. Totaling 366 individuals. 31 households are currently receiving financial supports from WRRRA. Enabling them to retain their current housing status, as well as preparing them for the transition into permanent housing.

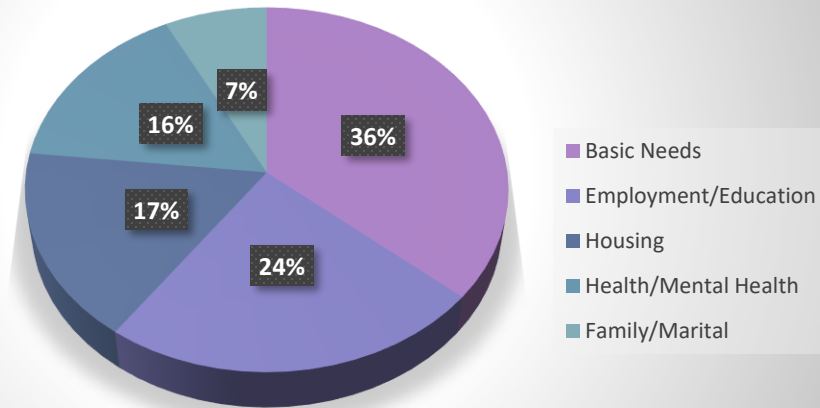
<i>Wildfire Recovery and Resiliency Account</i>								
Month/Year	New Households Served	Adults	Children	Households Searching	Total Households in Housing	Household PH Exists	Marion Households	Total Unique Served
Sep-21	3	4	0	0	3	0	3	4
Oct-21	3	5	0	0	3	0	3	5
Nov-21	5	7	3	0	5	0	5	10
Dec-21	8	12	5	0	8	1	8	17
Jan-22	6	9	0	0	6	0	6	9
Feb-22	30	39	12	20	10	1	30	51
Mar-22	25	38	9	8	17	0	25	47
Apr-22	15	29	9	7	1	0	15	38
May-22	38	67	21	41	40	0	53	88
Jun-22	7	66	31	31	31	0	51	79
Total Served	140	276	90	107	124	2	199	348

Program Highlights:

- CRP – ARCHES recently underwent an organizational shift. Splitting the program into two dependant on service delivery models. The first is sheletring, and the second is Housing. While both programs retain a homeless population focus, their intervetion methods are vastly different. This split allows for enhanced focus on service delivery, all coordinated under the Housing and Homelessness Chief Program Officer for MWVCAA. An updated organizational chart is provided on the following page outlining key program stuctures.



How the De Muniz Resource Center Served Clients in June



Opportunities/Challenges

- ❖ De Muniz Resource Center served 155 clients in June, with 339 services provided.
- ❖ This month 62% served were adults in custody vs. 38% out of custody.
- ❖ During this reporting period, 23 clients (37 occurrences) took advantage and attended our cognitive based classes. The classes covered the following topics:
 - Journaling
 - Mindfulness minutes
 - Parenting skills
 - Emotional regulation
 - Identifying strengths
 - Success planning
- ❖ DMRC assisted seven clients with bus passes and issued 10 bicycle vouchers to The Northwest Hub during this reporting period.
- ❖ Ten clients utilized our on-site clothing closet.
- ❖ Our partnership with Northwest Human Services yielded 41 clients completing their enrollment for Oregon Health Plan prior to release (from incarceration).
- ❖ We assisted 17 clients with assistance gaining their state ID card this month.
- ❖ Several of our volunteers and community partners have returned to facilitating presentations to our adults in custody. Twenty-seven clients (41 occurrences) took advantage of these services, which include recovery support groups, GED prep, gambling awareness, and mock employment interviews with our new volunteer (retired HR hiring manager from a local employer).

- ❖ The main challenges we have are physical space limitations (lack of private space) within our center, limited funding, and continued challenges caused by COVID-19.

Success Story

James has been working with De Muniz Resource Center's staff, off and on, for about five years. He has had periods of success with employment, but ultimately continued to struggle with maintaining his sobriety. James has remained optimistic through trying times and always takes advantage of the resources made available to him. With a renewed commitment to his recovery and the chance to reconnect with his young daughter, James came to the center with much hope for the future.

James and I discussed the employment options available to him. I provided James with a copy of his resume that we previously worked on together and he was on his way to begin applying to jobs. We discussed his work experience in construction and determined that a local construction company would be a great fit. Just a few days after we met, James returned to the center to share he had been hired by a local construction company. He was also able to negotiate a great starting wage for himself. In order to begin working right away James would need the appropriate tools and work gear. We were able to purchase the items he needed that same day, allowing him to begin work as soon as possible.

About two weeks later, James came into the center to share that he would be entering inpatient treatment. I was so impressed to hear that he handled the situation very professionally with his new job. Since James was honest and forthright, his new employer said they would be happy to welcome him back after treatment. James knew that entering treatment was the top priority, especially for the sake of his relationship with his daughter. Success in employment is only possible when one has the stability they need in other areas of life. James recognized this and focused on what was most important.

Submitted by Employment Navigator

Energy Services June PY 2022 and 3rd quarter (October - June) Program Report

Traia Campbell, Energy Director

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

Energy Services households served in June 2022

June 2022, Marion & Polk county completions by funding source								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.		Ave HH pmt
LIHEAP	527	1394	176	165	172	249	48% of HH's	\$418
LIHEAP ARPA	525	1388	175	165	173	248	43% of HH's	\$399
LIHWA_CAA	124	381	45	55	40	60	49% of HH's	\$269
OEA PGE	92	283	29	26	35	45	49% of HH's	\$765
OEA PP	23	60	1	13	15	8	35% of HH's	\$590
CEAP PGE	92	283	63	26	35	45	49% of HH's	\$765
CEAP PP	24	73	7	14	10	8	34% of HH's	\$898
OLGA	111	362	43	38	25	48	44% of HH's	\$445
GAP	31	104	15	5	7	16	52% of HH's	\$111
Total	1549	4328	554	507	512	727	42% of HH's	\$569

2022 PY 3rd quarter, October 2021 - June 2022 Marion & Polk county completions by funding source								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.		Ave HH pmt
LIHEAP	5679	14912	1593	2447	2289	2453	43% of HH's	\$399
LIHEAP ARPA	5679	14877	1588	2439	2286	2447	43% of HH's	\$398
LIHWA_CAA	1372	1372	153	211	153	180	41% of HH's	\$253
OEA PGE	1906	5301	513	686	688	705	37% of HH's	\$687
OEA PP	258	706	55	122	116	81	32% of HH's	\$715
CEAP PGE	903	2594	271	307	322	371	41% of HH's	\$808
CEAP PP	123	92	32	56	46	43	35% of HH's	\$842
OLGA	994	2922	280	449	327	400	41% of HH's	\$433
GAP	148	458	45	55	42	55	38% of HH's	\$129
Total	17062	43234	4530	6772	6269	6735	43% of HH's	\$567

Energy has received several new clients with the introduction of LIHWA funding. Several of the new households were only seeking water assistance and surprised when told they may be eligible for utility assistance too. Over half of the LIHWA applicants had been shut off due to nonpayment. Previously there were few resources available to reconnect, in the majority of disconnections Energy has been able to reconnect services. Access to clean water for drinking, cooking, sanitation, etc. is essential. The current 2 year pilot ends September 2023, a permanent program is needed to provide assistance to our low income community after 2023.

The number of applications received in June began to decrease allowing Energy to catch up. We are currently helping applicants in an average of 2 weeks of date application received. At this time we have less than 200 applications ready to process, prior there were over 800. Energy will review policies and procedures during this time and prepare for PY 2023 in October.

Energy has spent out both PGE and PAC CEAP funding. The CEAP funds were available in addition to OEA funding to provide another source of assistance to households impacted by Covid-19 in an effort to reduce high account balances. CEAP PGE and PAC will be available in PY 2023 to PGE and PAC customers in Marion and Polk Counties impacted by Covid-19.

June 2022, Polk county completions by funding source								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.		Ave HH pmt
LIHEAP	69	192	18	19	25	28	41% of HH's	\$378
LIHEAP ARPA	68	188	18	19	25	28	42% of HH's	\$379
LIHWA_CAA	22	72	10	3	8	11	50% of HH's	\$348
OEA PGE	4	11	0	0	0	1	25% of HH's	\$1,560
OEA PAC	12	36	1	5	8	5	63% of HH's	\$599
CEAP PGE	1	5	0	0	0	0	0% of HH's	\$825
CEAP PAC	9	31	3	4	3	3	34% of HH's	\$999
OLGA	12	39	0	3	3	2	17% of HH's	\$390
GAP	3	12	0	0	1	2	67% of HH's	\$119
Total	200	586	50	53	73	80	40% of HH's	\$685

3rd Quarter Polk county completions by funding source - October 2021-June 2022								
Funding	HH	People	>6	60+	Disabled	At or below 75% prov.		Ave HH pmt
LIHEAP	728	1881	185	284	293	317	44% of HH's	\$397
LIHEAP ARPA	726	1876	185	283	292	317	44% of HH's	\$406
LIHWA_CAA	76	222	29	27	30	37	49% of HH's	\$339
OEA PGE	36	109	11	13	18	11	31% of HH's	\$1,021
OEA PAC	137	420	37	53	48	52	38% of HH's	\$803
CEAP PGE	22	67	8	10	15	7	32% of HH's	\$1,588
CEAP PAC	56	174	18	20	21	18	33% of HH's	\$836
OLGA	104	296	20	51	31	37	36% of HH's	\$414
GAP	14	54	5	4	2	9	65% of HH's	\$126
Total	1899	5099	498	745	750	805	43% of HH's	\$726

**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL
Eva Pignotti, Program Director - July, 2022**

Attendance

Head Start Preschool

	9/21	10/21	11/21	12/21	1/22	2/22
Regular	80.27%	71.01%	67.41%	70.18%	63.31%	62.50%
Subsidized	64.15%	62.96%	66.19%	67.23%	59.39%	61.50%
	3/22	4/22	5/22	6/22	7/22	8/22
Regular	69.52%	66.64%	69.39%	68.31%		
Subsidized	73.52%	68.61%	68.13%	79.75%		

Early Head Start

	9/21	10/21	11/21	12/21	1/22	2/22
Regular	79.84%	67.10%	64.07%	70.20%	64.26%	64.19%
Subsidized	78.13%	71.05%	63.83%	52.48%	80.62%	59.14%
	3/22	4/22	5/22	6/22	7/22	8/22
Regular	64.98%	64.92%	64.04%	67.34%		
Subsidized	71.63%	62.50%	71.01%	65.58%		

Early Head Start Child Care Partnerships

	9/21	10/21	11/21	12/21	1/22	2/22
Regular	74.83%	69.89%	62.95%	65.78%	63.71%	64.21%
	3/22	4/22	5/22	6/22	7/22	8/22
Regular	74.16%	75.82%	79.76%	75.86%		

**Community Action Head Start Attendance Analysis
Absences for June 2022**

The Head Start Preschool Program attendance rate was 69.06% overall, below the required 85%. The top absence reasons during the month of June were sick children, which accounted for 34.63% of the absences, and bus transportation cancelled, which accounted for 15.13% of the absences

The Early Head Start Program attendance rate was 67.02% overall, below the required 85%. The top absence reason during the month of June was sick children, which accounted for 41.43% of the absences.

The EHS Child Care Partnerships attendance rate was 75.86% overall, below the required 85%. The top reasons for absences during the month of June were sick child, which accounted for 41.16% of the absences, and family day/vacation, which accounted for 33.33% of the absences.

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

Head Start Preschool – Full Enrollment = 697 (*summer = 136)

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22*	7/22*	8/22*
Regular (677)	244	308	342	366	380	382	393	413	399	102		
Subsidized (20)	14	14	17	16	17	15	16	16	17	16		

Early Head Start – Full Enrollment = 108

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22
Regular (100)	59	66	63	61	67	70	74	73	87	92		
Subsidized (8)	8	8	8	8	7	8	8	8	8	8		

Early Head Start Child Care Partnerships – Full Enrollment = 80

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22
Regular (80)	75	76	74	74	73	74	79	79	78	68		

Waiting Lists

Head Start Preschool

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22
Regular	55	72	89	57	60	76	94	92	92	98		
Subsidized	2	2	1	1	2	4	4	4	4	4		

Early Head Start

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22
Regular	5	7	13	16	16	25	28	28	33	28		
Subsidized	0	0	0	0	1	1	2	2	5	5		

Early Head Start Child Care Partnerships

	9/21	10/21	11/21	12/21	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22
Regular	3	10	13	12	13	16	16	16	19	22		

USDA Meal Reimbursements

	June 2022	
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	3,503	\$ 6,900.91
Lunch	3,567	\$13,055.22
Snack	452	\$ 452.00
Cash In Lieu		\$ 927.42
Total Reimbursement	7,522	\$21,335.55

Report from Program Director:

Transition planning is in full force for the Head Start and Early Head Start administration and support staff structure. Stacey Eli has been promoted from Head Start Program Manager to Associate Director of Child & Family Services, and Liz Salinas has been promoted from Infant Toddler Program Manager to Associate Director of Operations and Compliance. These two positions will work hand in hand with the Eva in her new role as CPO of Early Learning and Child Care for oversight of the Head Start program.

Kyle Miller has been reclassified from Family Services Specialist to Family Services & Community Engagement Manager. A new position of Family Services Supervisor has been opened. Natalie Bratton has been reclassified from Nutrition Specialist to Nutrition Services Manager. A new position of Nutrition Services Supervisor has been opened. These additions will allow Kyle and Natalie to focus on their systems and monitoring by taking the supervision of many staff off their plates. Currently a Program Manager position is open, which will oversee the Regional Team Resource Specialists, child care licensing and facility maintenance.

Sindy Abzun, who has filled the position of Bilingual Education Advisor, has also been reclassified. Her new role as Cultural Competence & Linguistic Coordinator will increase the program's focus on planned language approach and support to dual language learners in our classrooms, and she will apply her DEI lens to the work we are doing across the program, including policies & procedures, written communication to staff and parents, and job descriptions. The work around training and staff professional development, and the work Liz and Stacey have been doing around hiring and will soon be placed with a new Staff Hiring & Professional Development Coordinator.

As the new positions are filled, we anticipate making additional changes toward our end goal of having a structure that meets the needs of the current program.

The program has been engaged in planning to apply to the Early Learning Division for Preschool Promise funding for quite some time, and both the Board and Policy Council have

had an opportunity to offer input. Recently we learned that the Preschool Promise requirement of serving children a minimum of six hours per day, four days per week for a nine-month school year is not flexible. Our intention was to serve the children five hours a day, five days per week, in a full-year model. This would have allowed us to use our classrooms for mixed delivery classes of Head Start and Preschool Promise children in the mornings, and still conduct afternoon Head Start classes in the same facilities. The limitation imposed by the Preschool Promise requirement would mean that we could not serve the desired 85 Preschool Promise children without impacting services to our current Head Start program. We have thus decided not to apply for Preschool Promise at this time. We are trying to influence these requirements with the ELD for future opportunities through a collaboration between Oregon Head Start Program Directors and Early Learning Hub Directors. Hopefully when future opportunities are presented, they will better fit with our program vision.

Board Report June 2022



Outreach:

- Because staffing and scheduling has been a barrier, Drop In staff made the decision to reduce open hours for youth. Staff will have an admin day on Mondays, then open late to serve dinner. Tuesday-Friday hours are 2pm-7pm, and Saturday hours are 4pm-7pm so Outreach can be completed during the earlier part of the day. Once we are able to bring in more staff, we will open again on the weekends. The goal is to create a consistent schedule youth can rely on, so they aren't wondering if the Drop In will be open or not.
- The Drop In served 83 unique individuals a total of 250 times in June. Although the total visits decreased from May, the number of unique individuals did not waver much, indicating that we are serving consistent youth.
- In June, The Drop In provided 18 food boxes, serving a total of 54 individuals (families and younger children included).
- The Drop In also served a total of 114 meals in the month of June.
- HOME Youth Service's Outreach team completed 58 hours of Outreach in the community in the month of June. Staffing and scheduling continue to be a barrier to engaging in all outreach zones and completing all hours. This month, the Outreach team successfully visited all but one of the seven zones (Silverton and Mt Angel). Staff have made continued efforts to work with each other and community partners to ensure outreach is being completed as often and consistently as possible.

Zone	Total Hours	Total Youth	Total Contacts
1: Salem Downtown Core	20.5	25	24
2: Keizer and NE Salem	3	9	11
3: Woodburn	3	0	0
4: South Salem, Cascade Park, Bush Park	9	6	0
5: Dallas & Independence	19.5	13	7
6: Silverton & Mt. Angel	0	0	0
7: Mill City, Stayton, Aumsville	3	20	0

Emergency Shelter:



Board Report June 2022

- In May, Taylor's House served 10 individual youth for a total of 60 bed nights, including 25 nights with ODHS youth involvement.
- 5 youth engaged in Taylor's House services during May identify as Hispanic/Latina(a)(o)(x)
- 5 youth engaged in Taylor's House services had previously lived in either an additional emergency shelter or a place not meant for habitation.
- With school ending in early June, youth have consistently expressed interest in wanting to engage in activities outside of Taylor's House. Taylor's House staff has provided opportunities like going to the arcade, going to the park, and going to the beach so youth are able to engage in positive activities together as a group. In June, staff purchased tickets to Wildlife Safari, with the intention to go as a group to the Safari before the end of July.

Youth Empowerment Program:

- 8 youth were engaged in the program and participated at some level.
- All 8 youth enrolled in the program attended job skills workshops.
- 8 youth attended a business and education fieldtrip to Willamette University and the Hallie Ford Museum.
- James was one of our new interns. This cycle was his first internship with us and it was his first work experience ever. He comes from a split household that requires a lot of back and forth and inconsistencies in his life. We took a bit of a risk with James and had him be our first intern at The Gilbert House.
What a success! James never missed a shift that was not excused. He was an excellent communicator. He would let the Gilbert House staff and YEP staff know well in advance if he needed to miss an upcoming work day. He was so exceptional that Gilbert House offered a formal job for the summer. He started his first shift as a formal employee at Gilbert House this week. James has a bright future ahead of him and we are so proud of his growth over the past three months.

Community Connections & Supports:

- YHDP, with incredible support from the Development team, completed and submitted 3 applications to the CoC for YHDP funding. Review and ranking happened in the beginning of June, with a final submission to HUD at the end of June.
 - The funding will provide approximately \$2 million and the following opportunities:
 - A new transitional housing/rapid rehousing site specific for youth. This will run similarly to Taylor's House, and will be stationed in Polk County. This project was ranked second in the review & ranking process.
 - Youth specific coordinated entry. This project was ranked fourth in the review and ranking process.

Board Report June 2022



Mid-Willamette Valley
COMMUNITY ACTION
HOME Youth Services

- Supportive services, including another Drop In center in Polk County.
This project was ranked first in the review & ranking process.
 - We have begun looking at houses for this project, and have been in conversation with Polk CDC and the City of Monmouth to discuss partnership moving forward regarding YHDP.
 - Church at the Park was also ranked for this project and will receive funding.
- HYS also submitted a proposal for the FYSB Basic Center Program. If awarded, this funding would allow Taylor’s House to hire a QMHP, an additional youth navigator specific to mental health goals.
- HYS applied for a summer learning grant to host an outdoor school type event for youth. We are currently in the planning process for a late August event if awarded.

Nutrition First
Carmen Romero, Program Director
July 14, 2022

- ✓ For the month of June, we signed on 13 providers (11 were OCC registered/certified and 2 were DHS listed) and we closed seven providers, leaving us with 488 active homes.
- ✓ We provided 127 in-home monitoring visits during the month of June.
- ✓ Approximately 1016 children were seen at home visits.
- ✓ Staff drove a total of 3136 miles.

Comments, Concerns, Celebrations

- In June, we migrated to the new database developed for our program. So far, it has not been an easy process. It takes double the time to enter a child. Here is an example with the new database, it takes 93 seconds to enter a child and with access, it takes approximately 43 seconds. Laura enters over 200 children per month. In March, the number of children entered is over 5000.

For the claim to be submitted to the state it took two staff 2-1/2 days of working back and forth with the developer to fix issues to allow us to submit an accurate claim to the state, compared to it taking 1/2 day on the old access program.

- A new educational unit began this month. This nutritional education unit is called Go, Slow, Whoa. This unit uses the traffic light to show green as GO foods that are good for us and we can eat them all of the time, yellow for SLOW the food we only eat sometimes, and red for WHOA the foods we should only eat occasionally. Providers will get information on foods that fit in to each category. Along with the educational unit the providers will get a small back pack with first aid items so they can clip it on a stroller or on their keys for when they take the kids for a picnic outing or playground. The story for this unit is We Eat Food That's Fresh! By Angela Russ-Ayon, coloring sheets to match the provider's educational unit and stickers.

PROJECT COMPLETIONS

For the month of June a total of 20 homes completed all weatherization work and passed the final inspection. Ventilation fans for adequate ventilation were installed in 17 homes, the remaining 3 were re-weatherization homes and ventilation fans had been previously installed.



Total HH Completed: 20



Health & Safety Issues Addressed: 17



Total # of People Served: 39



Heat Systems Replaced: 17

Based on Weatherization measures installed, Energy-saving items, and Education received, each household can potentially save an average of \$45 a month on their energy bills.

Below is what one of our clients had to say about the weatherization services

6. Any other comment or suggestions you would like to add regarding the Weatherization Program?

Thank you. We deeply appreciate the huge gift you have given us. This program is more encouraging and helpful (and economically wonderful) than any other program we have applied for. We were treated with dignity and respect and patience and kindness.

INTAKE/OUTREACH

Our program is currently registered to attend the following events:

- July 29th – Yakima Valley Farm Workers Clinic - Lancaster Health Fair – Salem
- Aug 6th – Family Building Blocks – Riverfront Family Fest – Salem
- Aug 11th - Yakima Valley Farm Workers Clinic - Salud Health Fair – Woodburn
- Aug 25th – Back To School Bash – Polk County Fairgrounds
- Sept. 14th – Veterans Stand Down – Salem YMCA
- Oct 8th – Salem Binational Health Fair – Salem

GENERAL PROGRAM UPDATE

The Weatherization team welcomed Osmeydi Soriano as our new Energy Auditor. Osmeydi has prior weatherization experience, certifications and is familiar with the overall weatherization process. He was able to jump right into the hands-on training.

Recruitment for additional Energy Auditors, Field Technicians, and Office positions is ongoing.

UPCOMING TRAINING CONFERENCES

- Energy OutWest 2022 Conference, August 1-5

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Executive & Finance Committee
Meeting Minutes
Thursday, July 14, 2022

ATTENDANCE

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

Absent: None

Staff: Jimmy Jones, Executive Director; Helana Haytas, Chief Operations Officer; Ashley Hamilton, Chief Program Officer: ARCHES; and Jade Wilson, Executive Assistant

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

1. Executive Director's Program Updates

- a. Inflation Effects on Community** – Jimmy Jones, Executive Director, shared a graph that showed a 9.1% increase of the consumer-price index since June 2021. Rental costs have also increased and he shared that historically, once rental rates go up, they typically do not come back down. That will have an effect on families and what they will be able to afford for housing long term. With the upcoming legislative session, Jimmy asked for suggestions on what we should be doing to help fix some of this housing affordability issue. Steve McCoid, Board Member, had an idea that the State government should consider purchasing land and then incentivizing (i.e. special tax breaks) for those that want to build multiple affordable housing units on said land. There was further discussion on ideas that could be brought to the next legislative session.
- b. Strategic Plan Update** – Jimmy stated that WIPFLI, the Strategic Plan consultant company, should have a nearly complete Strategic Plan put together soon.
- c. Membership Committee** – Jimmy let the committee know that the Membership Committee had prompted him to look at the current approved 2021 By-Laws and make sure that they were in line with the current process for recruiting new board members. Jimmy presented the by-laws to the attorney for review. The attorney had a few suggestions for edits and those adjustments have been made. Jimmy presented the by-laws edits to the Membership Committee for review and no further suggestions were made. He asked that this committee also take a look at the newly edited by-laws and make any suggestions. No suggestions were made. Jimmy stated the by-laws will be presented at the full board meeting and if no edits are to be made, he will ask for approval.
- d. Head Start Middle Grove** – Head Start recently received their SPARK score and it remains at five stars out of a possible five. This is following the incident in April 2022. SPARK is Oregon's QRIS (Quality Recognition and Improvement System) and is administered by Western Oregon University. It's a program designed to support and recognize high quality early childhood care and education programs.
- e. FEMA Reimbursement** – During the COVID-19 pandemic, FEMA had asked local agencies to house homeless individuals with the promise that any funds spent on housing these folks would be reimbursed. MWVCAA spent around \$2 million on motel sheltering during the pandemic and later filed for reimbursement. The funds we received are now

considered unrestricted for homeless services, so long as their use is consistent with legislative intent.

2. **Turnkey 2.0 and ARCHES Program Updates** – Ashley Hamilton, Chief Program Officer for ARCHES, presented on the new Turnkey 2.0 grant application. ARCHES is currently in the process of submitting our application for funding to purchase a second Turnkey 2.0 project (i.e. hotel). Ashley presented information about a hotel property that we have currently under contract. It will be the new location of Tanner’s Project and Veteran Services, if we are awarded the grant and if the final terms are acceptable to the MWVCAA Board. Ashley presented the whole plan for the space including operations costs. The hope is that our Turnkey 2.0 application will have a leg up on the competition, as most of the other competing agencies do not have signed contracts with a full service plan ahead of the application deadline. This application is to be completed and turned in soon with hopes of closing on the new motel by November 1, 2022 and beginning programming in January 2023. Ashley also shared several other program updates. The ARCHES Inn is set to begin the remodel on September 12, 2022. The current Tanner’s Project building has been put up for sale as of July 12, 2022. The Navigation Center is coming along well. The blueprints are being finalized, furniture specs have been completed, and the City of Salem has begun the process of completing a service contract with MWVCAA. The plan is for construction on the Navigation Center to begin in the fall and should go on for about four months, provided there are no delays. Hiring staff for the Navigation Center will begin in the fall as well.
3. **Financials** – Jimmy Jones, Executive Director, presented the May 2022 Budget to Actual report for Kaolee Hoyle, CFO, whom was unable to attend this meeting. Jimmy noted similar items as last month’s financial report. \$103,000 of the Other Program Revenue amount is related to Weatherization’s NW Natural Gas reimbursements. The typical practice is that Finance does not budget for the reimbursements at the beginning of the fiscal year because they are dependent on several unknown variables. Additional funding was received for Weatherization and Energy Services that had not been previously budgeted for because the funding had not arrived until January. These grants usually span twelve months but can be extended to eighteen.
4. **July 2022 Full Board Meeting Agenda Draft** – The Agenda was accepted without change, with the exception of amending the Agenda to include a discussion item for the Mission and Vision statements, rather than an action item.

MOTION: To approve the July 2022 Full Board Meeting Agenda made by Kevin Karvandi,

SECOND: Steve McCoid.

APPROVED: Unanimously approved

5. **Credit Card Expenditure Review** – There were none to be reviewed this month.
6. **Succession Plan** – Per CSBG requirements, the agency must have a written Succession Plan for the Executive Director position that is approved by the full Board. Jimmy asked that this committee look over the proposed plan and make any suggestions they saw fit. Jimmy will then present this to the full board this month with the hopes of presenting it to the board in August for approval.

Meeting adjourned at 7:30pm.

Respectfully Submitted:

Jade Wilson, Executive Assistant

Kevin Karvandi, Board Secretary

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Program Committee
Meeting Minutes
Tuesday, July 19, 2022

ATTENDANCE

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

Absent: Melissa Baurer, Board Member

Staff: Jimmy Jones, Executive Director; Sara Webb, ARCHES Program Director: Sheltering; and Jade Wilson, Executive Assistant

The meeting of the Executive & Finance Committee started at 12:16pm. It was determined that a quorum was present.

1. Executive Director's Program Updates

- a. Weatherization Monitoring Exit Conference** – Jimmy Jones and Rogelio Cortes (Chief Program Officer: Weatherization and Energy) had a meeting today with the OHCS monitor whom had been monitoring the work of Weatherization out in the field. There were no findings nor concerns during this monitoring session and they thanked us for what we do and specifically Rogelio for all the great work he has been doing statewide to help other Weatherization Programs.
- b. OHCS and DAS Visit ARCHES** – OHCS (Oregon Housing and Community Services) and the Department of Administrative Services (DAS) visited the ARCHES Inn and the Day Center. Jimmy and Ashley Hamilton, Chief Program Officer: ARCHES, hosted the visit. OHCS held up our work and our facilities as an example of the work going on around the state with these investments. The visit went very well.
- c. Turnkey 2.0 Grant** – We are currently in the process of applying for a second Turnkey grant in order to purchase a second hotel in order to house our Veteran Service programming, the Shelter Care + Work, and Tanner Project. The deadline for the application is Friday, July 22nd. Jimmy and Ashley Hamilton are both confident this application will be awarded.
- d. By-laws Update** – The Membership Committee had prompted Jimmy to look at the current approved 2021 By-laws and make sure that they were in line with the current process for recruiting new board members. Jimmy presented the by-laws to the attorney for review. The attorney had a few suggestions for edits and those adjustments have been made. Jimmy presented the by-laws edits to the Membership Committee for review and no further suggestions were made. He asked that the Program Committee take a look at the edits to the by-laws and let him know if they had any further suggestions. Jimmy stated the by-laws will be presented at the full board meeting and if no edits are to be made, he will ask for approval.
- e. Succession Plan** - Per CSBG requirements, the agency must have a written Succession Plan for the Executive Director position that is approved by the full Board. Jimmy let this committee know that he has written a new succession plan as the previous one was expiring. This plan will be going to the attorney for a second review and then to the Board at the July full meeting for review. This will not be up for approval this month but will be scheduled for a decision at the August full board meeting.

