



OCTOBER 2020 MEETING BOARD OF DIRECTORS

THURSDAY, OCTOBER 22, 2020

LOCATION:

**MWVCAA October 2020 Full Board Meeting (10/22/2020)
Thu, Oct 22, 2020 5:30 PM - 7:30 PM (PDT)**

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/164949365>

You can also dial in using your phone.
United States (Toll Free): [1 877 309 2073](tel:18773092073)
United States: [+1 \(646\) 749-3129](tel:+16467493129)
Access Code: **164-949-365**

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.

Compassion in Motion

**COMMUNITY ACTION AGENCY
BOARD OF DIRECTORS
AGENDA
October 22, 2020**

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Mission

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

Vision

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

I.	Welcome and Introductions	5:30
II.	Public Comment	5:35
III.	Approval of Agenda	5:40
IV.	Consent Calendar	5:45
	1. September 2020 Full Board Meeting Minutes	
	2. October 2020 Executive Director Report	
	3. October 2020 Director of Program Development Report	
	4. October 2020 Chief Financial Officer Report	
	5. October 2020 Program Director Reports	
	6. October 2020 Committee Meeting Minutes	
V.	Board Business	5:55
	1. <i>Presentation: The History of Community Action – Part II (Jimmy)</i>	
	2. <i>Presentation: Emerging Poverty Issues for Community Action (Jimmy)</i>	
	3. Head Start OHSA Charitable Check-Off Grant for Middle Grove Playground – <i>Approval</i>	
	4. Executive Director’s Report	
	5. Financials – <i>Approval</i>	
VI.	Adjournment	7:30

**Next board meeting: Thursday, November 19, 2020
(This is the joint governance meeting with the Head Start Policy Council.)**

Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Meeting
September 24, 2020
MINUTES

ATTENDANCE:

Board of Directors:

Present:

Erika Romine	Jennipher Oajaca	Linda Bednarz	Shelaswau Crier
Helen Honey	Jon Weiner	Lyle Mordhorst	
Jade Rutledge	Kevin Karvandi	Melissa Baurer	

Absent: Steve McCoid

Others Present:

Program Directors/Staff/Guests:

Jimmy Jones, Executive Director
Helana Haytas, Chief Operations Officer
Kaolee Hoyle, Chief Financial Officer
Dana Schultz, Director of Program Development
Ashley Hamilton, CRP/ARCHES Program Director
Shannon Vandehey, CCR&R Program Director
Eva Pignotti, Head Start/Early Head Start Program Director
Tricia Ratliff, HOME Youth & Resource Center Program Director
Amy Schroeder, Office Specialist

The meeting of the Board of Directors was called to order at 5:36 pm by Board Chair Jon Weiner. It was determined that a quorum was present.

I. Welcome and Introductions

Board Chair Jon Weiner welcomed everyone and introductions were made.

II. Public Comment

None were made.

III. Approval of Agenda

No changes were made.

MOTION: To approve agenda made by Shelaswau Crier,

SECOND: Helen Honey.

APPROVED: Unanimously approved

IV. Consent Calendar

1. August 2020 Full Board Meeting Minutes

No discussions or concerns were raised

2. September 2020 Executive Director Report

No discussions or concerns were raised

3. September 2020 Director of Program Development Report

No discussions or concerns were raised

4. September 2020 Chief Financial Officer Report

No discussions or concerns were raised

5. September 2020 Chief Operations Officer Report

No discussions or concerns were raised

6. September 2020 Program Director Reports

No discussions or concerns were raised

MOTION: To approve consent calendar made by Kevin Karvandi,

SECOND: Helen Honey.

APPROVED: Unanimously approved

V. Board Business

1. History of Community Action Agencies – As a requirement of CSBG organizational standards, the Board received training on the history of CAAs and their role in the fight against poverty.

2. Executive Director’s Report –

a. Jimmy noted that he would be serving on the housing sub-committee of the Racial Justice Council and referred everyone to his board report for further details.

3. ARCHES Ground Lease Review & Property Sale – The board was provided with a copy of the property sale and ground lease offers from the City of Salem for the land at the ARCHES building. The Urban Renewal Agency of the City of Salem has offered to purchase the land located at 615 Commercial St NE, Salem OR for the amount of \$2,225,000.00. The City will lease the land to MWVCAA for \$100 per year, for 50 years.

MOTION: To approve the land sale located at 615 Commercial St NE, Salem OR to the City of Salem in the amount of \$2,225,000.00 made by Melissa Baurer,

SECOND: Helen Honey.

APPROVED: Unanimously approved

MOTION: To approve the lease of the land located at 615 Commercial St NE, Salem OR from the City of Salem in the amount of \$100 per year, for 50 years made by Linda Bednarz,

SECOND: Shelaswau Crier.

APPROVED: Unanimously approved

4. ARCHES Veterans Administration Grant Per Diem Program – The Agency has been awarded a new Grant Per Diem sheltering/housing program for homeless veterans in our community.

MOTION: To accept the grant from the Veterans Administration in the amount of up to \$475,000 for housing homeless veterans made by Lyle Mordhorst,

SECOND: Linda Bednarz.

APPROVED: Unanimously approved

5. Financials – Kaolee Hoyle presented the financial statements through April 30, 2020.

MOTION: To approve the financial statements through April 30, 2020 made by Helen Honey,

SECOND: Shelaswau Crier.

APPROVED: Unanimously approved

VI. Adjournment

The Board of Directors meeting was adjourned at 6:56 pm.

Respectfully Submitted:

Amy Schroeder, Office Specialist

Helen Honey, Board Secretary

EXECUTIVE DIRECTOR'S REPORT

MID-WILLAMETTE VALLEY

COMMUNITY ACTION AGENCY

October 2020

OUR MISSION

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

OUR VISION

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

This month has been a bit easier on everyone. October is always an interesting time of year at the Agency. In a normal year, the public schools are open, the Head Start year is well under way, and we are gearing up to start a new warming season in homeless services. Our federal fiscal year programs are going through their grant close outs and the pace often quickens after the summer lull. But this has not been a normal year. After six months of strain and stress and uncertainty, however, life has settled into something more predictable. For us this lull may well be the calm before the storm. That storm may be approaching from several directions at once. A close analysis of the COVID situation around the country demonstrates that it's getting worse. Coronavirus infections increased 17 percent over the past week and 38 states had upward infection trajectories. And in Oregon, last week, we had the highest number of positives of any week since the beginning of the outbreak. As the Agency moves into winter, the increase in the infections is creating complications across the playing field. Some of our programs, like Energy, can be delivered almost entirely remotely. I'm very proud of Traia's Energy team in particular, which had largely operated on an on-site personal interview model for the past decade. They quickly adapted to the need for a new remote environment. And they have been able to spend their resources at a rate and with an efficiency that rivals anything in the state. Other programs, however, cannot be delivered remotely or can only be done so with considerable difficulty, like Weatherization, Head Start, Nutrition First, and especially HYRC and ARCHES. Each program is developing specific plans to adapt to the changing circumstances of the virus, as we did this spring. But I don't want to sugar coat the reality here. This could be a very harsh and wet winter for sheltering work. It will be difficult to separate out who is sick with a cold, the flu, or COVID. What that work looks like in the middle of a warming center or the Day Center or Taylor's House or Tanner's Project remains to be seen. The other storm that we face is a different kind of crisis, growing from the economic consequences of COVID which are, both locally and nationally, enormous. More on that in a minute.

Our Head Start and Early Head Start program returned students to classes on October 5th (the Child Care Partnership Program opened on time on September 1st). Our classes during the pandemic will be smaller, and more isolated from one another to help prevent any broad outbreak. It's going to be a long slog through the winter, however, and we're making preparations here, as we are in other areas, for every possible contingency, including a fully remote session if need be. We have been very lucky with the virus to date. We have mandatory health checks at the door every day. We have a travel restriction policy. We have an aggressive quarantine protocol. But you're still depending on many variables you cannot control. We have had but one positive case in the past nine weeks. Then, yesterday, one of the children in a Head Start classroom tested positive, forcing us to send that classroom home for two weeks and quarantine the three staff members. This certainly won't be the last time this happens, and many of us believe that it may only be a matter of time before we have to transition back to fully remote services in Head Start (or the state requires us to do so). We hope to avoid it, however, and see that as a last resort. There's a great deal of research out there that the behavioral and mental health problems that we're seeing in children these days, dwarfing what we have seen in the

past, are largely the result of too much screen time, both by the adults and the children. That epidemic of screen usage is not allowing the family bonding and development that is so critical for children to take place. Running our programs with staff on campus is of enormous developmental value to these children, and we want to fight to protect that as long as we reasonably can.

Sale of 615 Commercial:

After another round of vetting by the attorneys, the sale of the ARCHES land at 615 Commercial will go to the Salem City Council on October 26th. I anticipate that all the paperwork will be complete by the end of November. This move will, in turn, free up more resources for the program. So we will be able to expand Day Center services at ARCHES from 30 to 41 hours a week now, which is a critically important expansion ahead of the coming winter season, one that promises to be very wet.

The Long Awaited Shopping Cart Lockers:

You may have seen this story on Facebook, but the lockers have finally arrived. A special thanks to the City of Salem, which purchased them for the Agency, and to United Way, who showed up with a forklift to help us place and install the lockers.

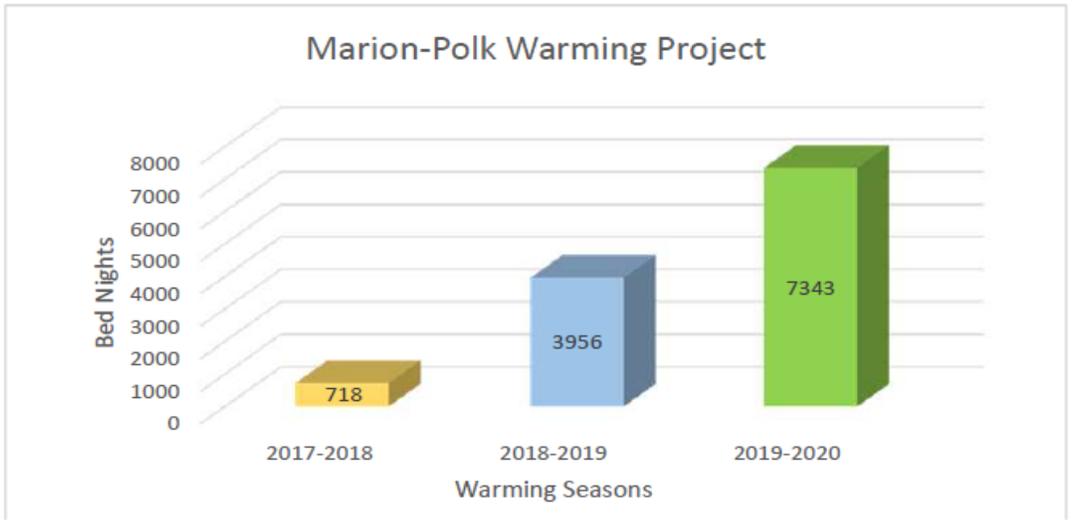




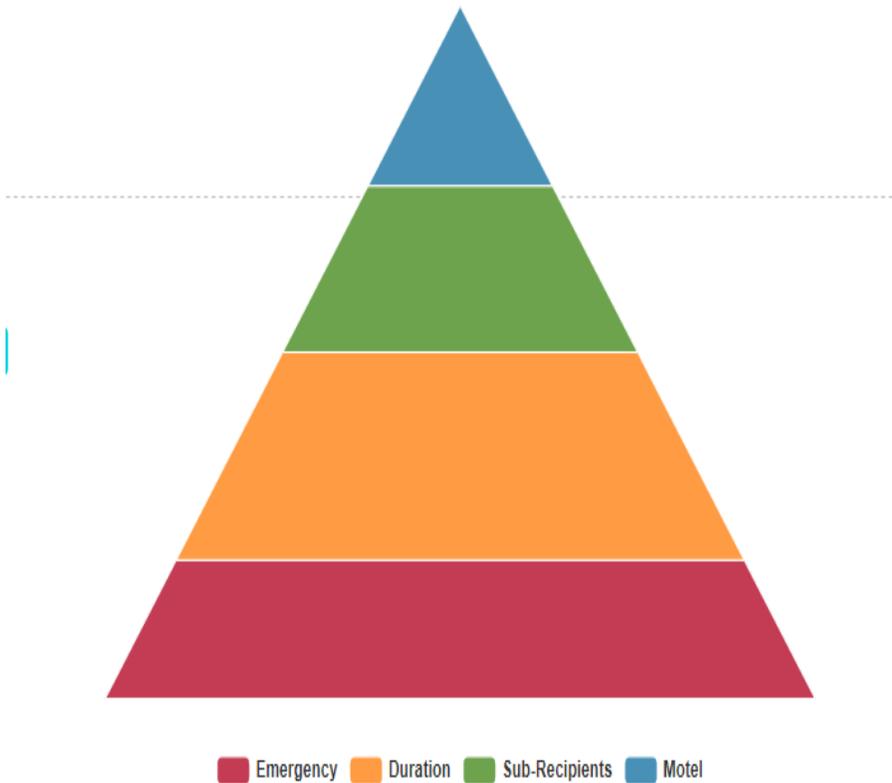
Winter Warming:

We have been finalizing our winter warming plans for the coming season. For the first time in the five winters I've been involved in our warming efforts, we have enough resources marshalled to do this comprehensively. Our greatest obstacle at the moment is having enough trained and skilled staff and volunteers to effectively execute the plan. The state has spent much of the past year focusing on the economic fallout of the pandemic, and most of their resources have gone into a largely housed prevention-level population, hoping to keep them in their homes after all the eviction moratoriums inevitably end. While all of that effort was desperately needed, the stark reality of this policy choice is that our statewide network, along with the priorities of the Governor's Office and Oregon Housing and Community Services, have been primarily focused on people who have homes, not those who were already homeless. As such, what evidence we have suggests that our literally homeless population is growing, both locally and statewide. When you combine a likely historically large literally homeless population with a general reduction in homeless services, rising water along the rivers, a decline in housing stock after the fires and maxed out motel resources, and then further complicate that reality with COVID and a wet winter forecast, we have all the makings of a perfect storm over the next five months. From a humanitarian viewpoint this will be our most challenging season ever.

Over the past few years we have increased the warming capacity in the community. In 2018 we shifted away from the old model toward a temperature activation at 32 degrees after we had people dying outside in wet, 40 degree weather. This past winter we added some duration warming capacity (open throughout the season without regard to temperature), and we were able to (help) persuade the city to abandon their camping ban that produced such terrible consequences in downtown Salem. But what we did last winter won't be adequate for this winter.



We have essentially increased the warming beds ten fold in the past three seasons. But this season we’re estimating a need for more than 10,000 bed nights (a bed night is one client being served at one warming location on one night). So what we have put together is a layered and integrated model designed to cover a lot of different needs. I should note too that we have other sheltering projects in the community, especially Union Gospel Mission (and their new men’s mission will come online next year), Simonka Place, SafeSleep and others. Those are traditional shelter models. The design you see below is for folks who cannot, for whatever reason, access these regular emergency shelter beds.



So what you see here starts with a foundation of emergency temperature activated warming (32 degrees) at one of three sites (potentially to include a fourth). This is primarily a volunteer run system. The warming season for this model runs November through March. The duration level has beds that are available every night regardless of temperature (on Portland Road at the old DMV building). The duration season runs December through March. This duration resource is especially critical for older and more medically fragile homeless clients. We also sponsor and fund several other warming sub-recipient warming projects across both counties, including Polk County and Silverton, but also with our partnership at Church at the Park/Salem Leadership Foundation. And lastly, for those sick with COVID or struggling with other critical health issues, we have more than \$100,000

set aside for motel placements through the winter. This system is not as fully comprehensive as I would prefer. Ideally we (or more preferably one of our government partners, like the City of Salem) would own a motel that would be available at low-to-no cost, so that we could place more clients in motels this winter. The Emergency Board of the

Oregon Legislature will meet on 23 October and allocate somewhere between 15 and 65 million (board members are not in agreement on the size of the fund) for motel purchasing and operations across the state. The counties that were impacted by fire will be prioritized. The money is expected to be released to the Oregon Community Foundation, and from there go out for immediate RFP. We plan to submit a combined application with either City or County government and our CoC partners so that we can have permanent access to a motel here in Salem. The priority will be for wildfire evacuees who are still living in other motels. Then as we draw down that group (we're working on that now) the motel would be available for long term shelter use or permanent supportive housing.

There's also one other element in the sheltering portfolio that we don't have here in Salem. The city's experience with allowing the homeless to camp in the parks has been, at best, mixed. But they vastly prefer that answer to the situation we had last winter with folks living in near third world squalor in the rain on the downtown streets. The providers do not want that. The business community does not want that, nor does the Salem city government or Council. The city is quietly looking for additional land to run either a managed or semi-managed camp. I've always been hesitant to embrace that work, because it's generally expensive and the numbers are never large enough to matter. But the camps in Wallace and Cascade are large enough to help. And while it is far from ideal for the neighbors or the clients, they have been able to socially distance through COVID and have a tent over their head, which brings warmth and keeps out the rain. That choice certainly saved lives. Our outreach teams and others in the community visit those locations daily. It may be possible to create a better model for those parks, though, if the city were to find and make available a large enough designated camping area.

New Grants & COVID Spenddown:

I won't go into detail here, but please check out the ARCHES "September Program highlights." We've added a rent guarantee grant from the state, which will make it easier for landlords to rent to our clients, and an additional permanent supportive housing grant from OHCS. We're also three weeks ahead of the COVID spenddown plan, and have a hefty number of clients waiting in the queue to be served. I'm confident that we will spend that grant down without trouble, so much so that when the state offered another \$430,000 of that resource to us this week we accepted it. The need in the community remains very high and there are more than enough people to be served.

Energy Spenddown:

Traia and her team deserve a lot of credit for the resources they've moved the past year. She's spent more than \$5 million on low-income consumers who were in need of energy assistance. She's also nearly 100 percent spent on the COVID energy funds (which have been difficult to spend in some areas of the state). We are in a position to accept more when the state inevitably reallocates unspent funds toward the end of November.

2020 PROGRAM YEAR TOTALS		OCTOBER 1-SEPTEMBER 30 2020	
LIHEAP	\$2,142,123	TOTAL DCV PAYMENTS IN PY 2020	\$5,092,905
OEA PGE	\$1,268,403		
OEAPAC	\$197,259		
EASCR	\$1,158,857		
LP CARES	\$326,263		

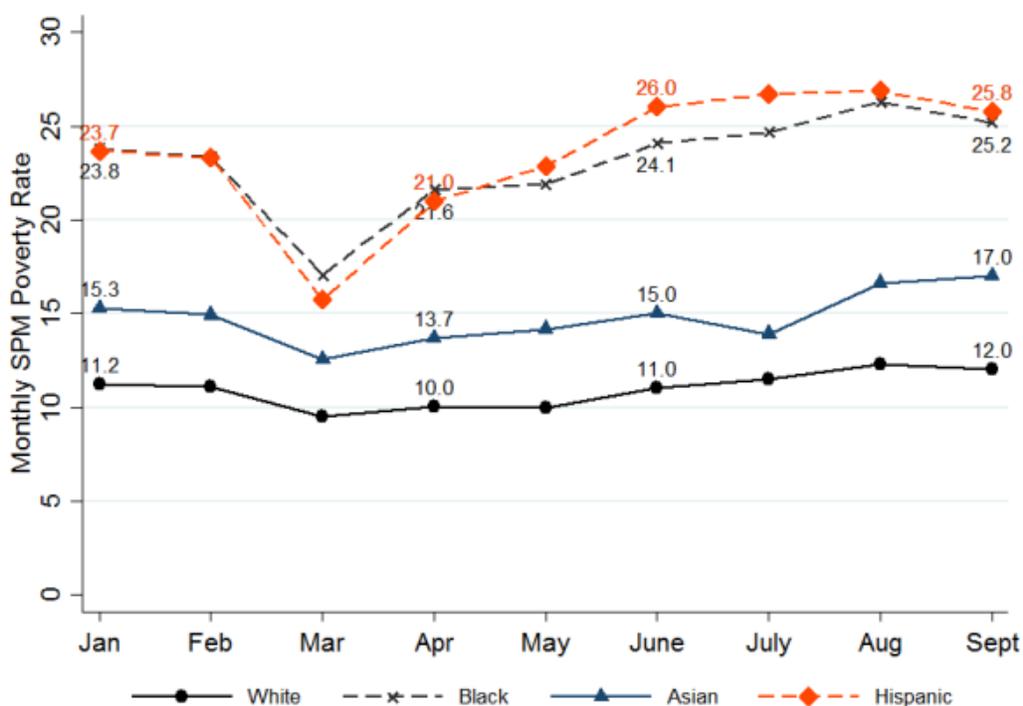
Diversity, Equity and Inclusion:

We plan to present a full analysis of our current strategic plan in November, at which time we will have another update on the DEI work, Agency interviewing and hiring, and other equity related work. I am also serving on the housing sub-committee of the Governor's Racial Justice Council, which is being led by the Governor's housing policy advisor, Shannon Singleton.

National Developments in Poverty:

Columbia University released a new study yesterday on the impact of COVID on poverty in America. It's a particularly ugly picture. The number of Americans in poverty grew by 8 million since May, even though the Cares Act worked as it largely should have worked, preventing 18 million families from falling into poverty in March and April. Without those funds and services, the poverty rate would have increased from 12 percent in March to nearly 20 percent in April (the figure ended up at 13.9 percent). Since that initial cash influx however, the poverty rates are growing and the trajectory will eventually wipe out whatever prevention numbers that the original Cares Act funding accomplished. What this means, over the next six months, is that we will see need levels in America that have not been seen since the 1950s, and indeed many of the resources that have been marshalled will have been exhausted by the time we reach the peak of the need in the spring. There's hope for a new federal relief package after the election, with various iterations ranging from moderate to very large. Whatever the outcome, our work as an Agency will likely grow and expand through 2021.

Figure 4: Trends in monthly poverty (with CARES Act transfers) by race/ethnicity (2020)



This is just another (of many) reasons why we have to do a better job as an agency of serving people of color in particular, because they have been disproportionately harmed more than other groups by this economic collapse. In many ways this is an event unique in modern history. It is very different from any economic downturn that we have had since 1991 (the stock market crash of the late 90s and the recession and housing market collapse of 2008-2009 both primarily hit the middle classes, while this event has hurt the poor far more). See the chart above, which has monthly poverty rates by race and ethnicity. Note that the March decline likely reflects the regular influx of the Earned Income Tax Credit (EITC) checks, during the tax refund season.

Wildfire:

We have been working closely with the Santiam Wildfire Relief Group, Santiam Hospital, the regional wildfire relief council and I am serving on the Governor's Wildfire Economic Recovery Council. The loss has been enormous and will dwarf the second largest FEMA funded disaster in Oregon history (\$60 million for the Vernonia Floods). The cost for the debris clean up alone is estimated at more than \$600 million statewide, including removal of trees along highways and

other structural debris. There were more than 6,500 structures destroyed statewide (about 80 percent of those were homes), including 470 residences in Marion County and 818 other structures. There are about 2,440 fire evacuees statewide in motels, though that number is declining every day. We have, in collaboration with our partners at St. Francis Shelter and the Santiam Canyon Wildfire Group, created a master list of the homeless clients in the Canyon who now have nowhere left to go. We're working our way through that, and just this week were able to secure four housing vouchers through the Housing Authority, in addition to other deposits and move-in assistance as clients identify housing. This will take some time, to be sure.

Budget:

The 2020-2021 Budget will be going out to the Board this weekend. Kaolee is making the final edits to it now, but it will be over \$40 million, maybe as high as \$41 million. That's an increase of nearly \$10 million over last year. Our administrative budget will sit right at \$2 million, which will be a little less than 5% of the total sum. There will likely be an additional \$5 million or so coming during the year that I know of right now. Our Agency budget is never going to be fixed in the normal sense, because we are operating on three financial years (calendar, fiscal, and federal fiscal) and at times we've had four. And since we are largely government financed, there are times that additional funds come (sometimes in considerable volume) mid-year.

Other Notes:

- In November we will review the Strategic Plan progress. It's time to start the planning for a new Strategic Plan in 2021. Dana and I reviewed the progress on the current plan and I was surprised at our progress in most areas, given how we've spent much of the last two years trying to put out a lot of fires and dealing with repeated external crises.
- The agency HR attorney is close to completing her final edits on the Employee Handbook (Policies and Procedures). We're going to send the current version out to the Program Directors for one final round of conversation and expect to submit the complete document for approval at the November board meeting.
- Lastly, FEMA has accepted our status as an Emergency COVID shelter provider. A special thanks to the City of Salem staff, who applied on our behalf. We are now eligible to be reimbursed for 75 percent of the COVID sheltering activity earlier this year, and 75 percent of any COVID sheltering activity through the rest of the year. We are due thus at least \$375,000, which will be put back into sheltering across the community this winter.

Jimmy Jones
16 October 2020

Program Development

Board Report

Dana Schultz

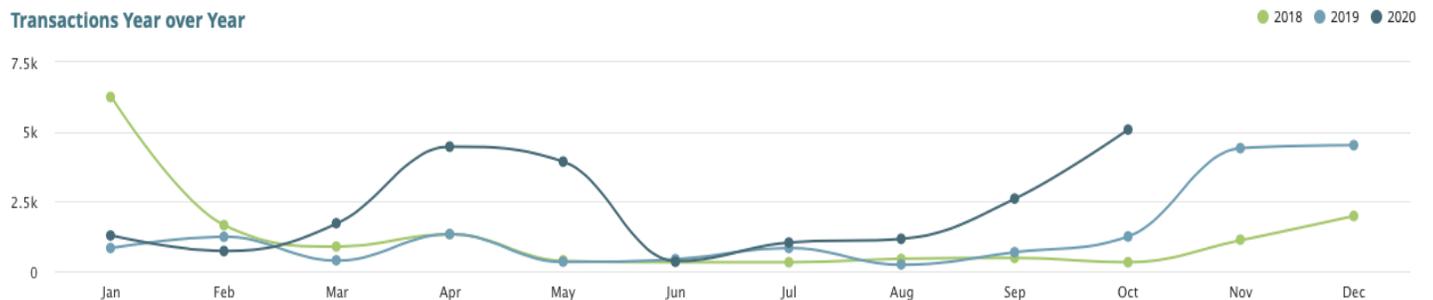
October 2020

Fundraising

Our Development and Communications VISTA, Mandy Royse has started a Donor Newsletter. October is the first month we have produced and disseminated this monthly document. After sending the Donor Newsletter out to our donors in Kindful, and posting a subscription link to the newsletter on social media, we received around \$4,000 in online donations. Below is the Kindful fundraising chart and the Donor Newsletter.



Transactions Year over Year



Grants

- Applying to the next round of State Farm’s Disaster Preparedness Grant to secure the rest of the funding needed for Head Start’s Disaster Preparedness Initiative, around \$25,000.
- Applied for two grants to further support the implementation of Tanner Project: Oregon Department of Veteran Affairs’ Veteran Services Grant for \$102,000 and Costco’s Charitable Services Grant for \$20,000
- Applied for the Willamette Health Council’s Community Benefit Initiative Grant for \$60,000 to create a Mental Health Services Coordinator position that would be utilized across three programs: HOME Youth Services, De Muniz Resource Center, and ARCHES.



COMMUNITY

Thank you for being a part of our family at the Mid-Willamette Valley Community Action Agency. Because of you, we have been able to put **Compassion in Motion!**
Welcome to our newsletter **community!!**

In with the New



If you haven't checked us out lately, click on over to see our updated website! Here at Community Action, we have created comprehensive programs to assist local low-income Oregonians of every age, at every stage, helping them lead healthier, happier lives. We have assembled some of the brightest, most passionate individuals, and partnered with the most capable, innovative groups in our community and we are excited for you, our community of donors, to be on this journey with us.

#2kSteps42kYouth

On August 29th, HOME Youth Services hosted a virtual movement event to help bring awareness to the thousands of youth without safe & stable places to call home. The HOME team raised over \$5,000 in donations, through 30+ participants, and were able to educate those who participated about youth homelessness within our community. It was great to see people come together (virtually) and move for our friends on the street, move for those who don't know when their next meal is, and move for those who don't have a safe home.



The Tanner Project



Community Action's ARCHES Project has been awarded a Veterans Affairs grant! They have been hard at work implementing the Tanner Project, which will offer a safe place for veterans to live for up to 24 months and will provide on-site supportive services addressing mental health, substance use, permanent housing and re-integration. In the coming weeks, volunteers and staff will be painting, cleaning, and assembling furniture getting this community ready for move-in. Donations can be made at <https://mwvcaa.kindful.com/>

Evacuated Family Fuel Fund

The recent wildfires have created widespread devastation in our region and across our state, leaving many unhoused and in need of assistance. In an effort to assist displaced families keep mobile and return to safety, Community Action partnered with Marion County to provide gas cards to those in need. It is because of you that we were able to reach our goal of \$3,000. In times like this, it is important for the community to come together to show strength and support. Thank you for your ongoing support of Community Action!

THANK YOU to our
community and the United
Way of Mid-Willamette
Valley for helping us to
reach our goal!!

community

Community Spotlight



"We emphasize community in our child care. To us, our child care is an extension of our family. We want every parent, child, and sibling to feel that way too."

Renee Wehrend is a home child care provider that participates in our Nutrition First program. Children tend to their own raised bed garden and visit larger local gardens and orchards. You can read the entire article featuring Renee for her commitment to excellence at <https://www.cacfp.org/>

A Message from Our Board of Directors

The Mid-Willamette Valley Community Action Agency acknowledges that in 2020 our Country and State are in a moment of reckoning over our collective racist history and racist present, a reality that initially treated Black lives and bodies as property and then as a fraction of a person, that Oregon's Constitution literally excluded Black persons from existing in Oregon, that Black Americans in the United States and in Oregon have been and continue to be negatively impacted by laws and policies that result in disproportionate access to healthcare, housing, employment, and education and disproportionate rates of poverty, incarceration, and illness.

Thereby, in line with the Vision of MWVCAA that all people are respected for their infinite worth and are supported to envision and reach a positive future, the Mid-Willamette Valley Community Action Agency recognizes unequivocally that Black Lives Matter.

Community Action During Covid-19

During these trying times, we want our community partners to know that we are still here, working every day to strengthen our community. Our focus has been, and always will be, to create positive social change by addressing our community's most pressing needs. While our approach may have been altered to adhere to necessary safety precautions, we continue to meet challenges head on. In April and May, Head Start opened its doors for emergency child care for essential workers, providing free child care to 34 children. Services to Head Start children resumed in June, and a new school year is about to start with classes capped at 8-10 and numerous COVID safety protocols in place. Since May, the ARCHES Project has provided services to over 350 households, utilizing \$2.4 million in assistance. Our team at HOME Youth Services has served 239 unique youth, distributing 1,765 clothing items, 1,033 meals, 140 food boxes for help at home, and 1,759 basic need items such as sleeping bags, blankets, tents, pillow, showers, and laundry. Now more than ever, it is important that we come together as a community to unite against the ever evolving challenges we face. Thank you for being a part of our family here at Community Action. We are deeply grateful for our community partners. It is you who keeps our mission alive and well in the community. Stay safe. We look forward to the day we can all come together again.

**Chief Financial Officer Report
To The Community Action Agency Board
Kaolee Hoyle, Chief Financial Officer
October 2020**

Grant Spend-Down

We are continuously working on drawing down funds as soon as possible. COVID grants are priority for several of our programs. Going into the 2nd quarter, we are sitting on \$40million + grants, and we are working to make sure Finance and Program are communicating, and all paperwork are being pushed through effectively and efficiently.

401K Annual Audit

The 401K audit is currently going on. All request items are being provided as requested. Due to the Oregon wildfires, the IRS has allowed for an extension through January 15, 2021. To be safe, we have gone ahead and filed the 5500, with an intention to amend the 5500 once the 401k audit is complete.

Annual Financial Audit

The Annual Financial Audit has been rescheduled to December 7th – 10th. We are still on our timeline to have everything to the auditors by the end of October.

Payroll Filings

All payroll filings and deposits have been made timely.



THE ARCHES PROJECT

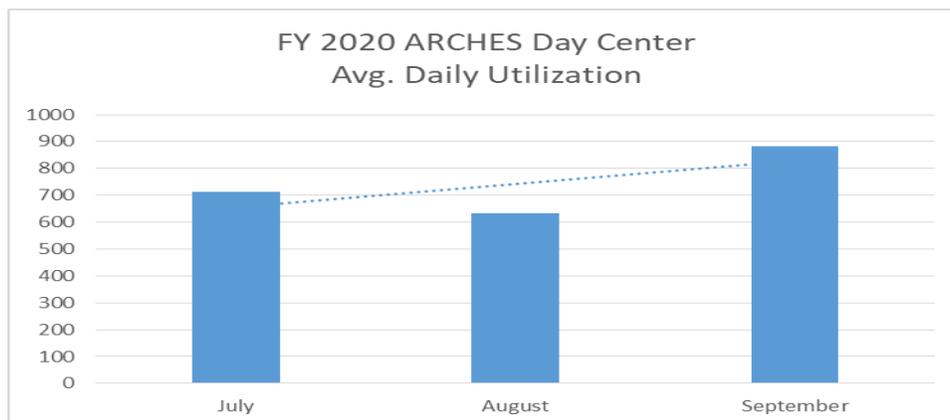
615 Commercial Street NE
Salem, Oregon 97301

CRP Board Report – October 2020

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

ARCHES Day Center:

Since opening day, the total number of duplicated Day Center visits is 46,683 - with an average daily attendance rate of 69. During the month of September, there were 961 duplicated visits. This was a 39% increase from August 2020. Beginning on October 1, the ARCHES Day Center has extended its operational hours to Monday – Wednesday & Friday from 9am – 4pm, with Thursdays being open 9am-1pm. This 5 hours a week increase will enhance access to services and will be represented on next month’s report.



ARCHES Housing & Specialty Programs:

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

During the month of September, 115 households (236 persons) received housing support, as well as 6 households exiting into self-sufficiency. Meaning they are able to live independently of ARCHES assistance moving forward. Since tracking began in July 2019, 430 households have exited ARCHES programing into permanent housing solutions.

September ARCHES Housing Programs										
Table 1										
Core Programs	Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	New Households Housed	Household PH Exists	Marion Households	Polk Households	Total Unique Served
Home TBA - RRH	18	9.4	21	26	17	1	1	3	12	47
Home TBA - D	0	0	0	0	0	0	0	0	0	0
ERA	0	0	0	0	0	0	0	0	0	0
HUD CoC	21	10	30	45	11	6	1	11	5	75
City of Salem - TBRA	Program Pending									
EHA - RRH	11	10	16	11	0	1	1	16	0	27
EHA - D	0	0	0	0	0	0	0	0	0	0
DHS Fresh Start RRH	4	11.67	5	2	4	1	0	4	0	7
DHS Navigators	20	9.4	16	4	8	1	0	18	2	20
HSP	3	12.5	3	5	0	1	0	1	2	8
Redwood Crossing	5	11.33	5	0	N/A	5	0	5	0	5
OHA-VRAP	30	9.9	41	3	2	0	0	28	2	44
Vet DRF	3	6	3	0	0	0	3	2	1	3
Vet EHA	0	0	0	0	0	0	0	0	0	0
Clients Served	Households Served	Avg VI-SPDAT Score	Adults	Children	Households Searching	New Households Housed	Household PH Exists	Marion Households	Polk Households	Total Unique Served
<i>September Served</i>	115	10	140	96	42	16	6	88	24	236
<i>FY Total Served</i>	311	9	377	203	142	33	24	243	67	572

ARCHES specialty services engaged 713 households in this most recent period. Currently, Coordinated Entry is ARCHES’ highest volume specialty programming with 1,331 persons (481 households) served. To date, 9,330 households have engaged with ARCHES specialty services since July 2019.

September ARCHES Specialty Programs						
Specialty Programs	Households Served	Adults	Children	Veterans	Fleeing DV	Total Unique Served
Marion County VSO	363	361	2	361	0	363
Coordinated Outreach	350	375	10	5	0	385
August Served	713	736	12	366	0	748
FY Total Served	1388	1481	22	711	0	1503
HRAP	6	6	0	0	2	6
Coordinated Entry	481	827	804	12	8	1331
Coordinated Entry - September TOTAL	487	833	804	12	10	1337
Coordinated Entry - FY TOTAL	2456	3458	2928	77	72	6086

Program Spotlight: Tanner's Project



MWVCAA's Veteran transitional home, known as Tanners Project, is under development. Staff and volunteers have been hard at work applying cosmetic renovations, such as: painting, outfitting the space with furniture, and decorating for the soon-to-be 36 residents.

ARCHES was awarded the GPD grant (Grant Per Diem) by the Veterans Administration in late August. Since that time the project has seen immense community support, including within the veteran service arena.

Tanner's Project will be a critical piece to the homeless veteran service model, facilitating immediate placement in housing supported by a behavioral health frameworks with its low barrier entry requirements. Self-sufficiency development and long-term housing solutions will support the initiative on the backend; creating a collaborative service continuum with fellow veteran service entities. Tanner's Project aims to open in November 2020.

Volunteer opportunities remain available, such as: furniture building, painting, decorating, and cleaning. Community Partners may also adopt a room in honor of a service member. For those who are interested in volunteering or sponsoring a room please email Sara Webb at Sara.Webb@mwvcaa.org for further information.



MWVCAA - Homeless Prevention/ Rent Relief Program

In response to COVID, ARCHES has developed a robust prevention program. Households which have been impacted by COVID (i.e loss of employment, sickness, etc) are eligible to receive one time rental and/or utility assistance to help re-stabilize after the pandemic. ARCHES is experiencing a large increase in prevention requests and has opened multiple access points within Marion and Polk Counties, including: ARCHES, Santiam Outreach Center (SOCC), Polk CDC - Dallas, Love Inc. - Woodburn, Sheltering Silverton - Silverton. Sub-recipient relationships have also been established to further expand COVID assistance access, with a focus on geographic coverage and specialized sub-populations (i.e families, culturally specific organizations).

Funding for the prevention program is provided from a variety of state and federal sources, all aimed at helping Oregonians to stay in their homes as a result of COVID closures and rebuild stability within the community. Sources include: Oregon Housing and Community Services (OHCS) - Rent Relief funds (CVRRP) and the CARES Act (CVRRP - CARES, CSBG - CARES, and ESG-CARES). In all, ARCHES has roughly 5.2 million dollars in direct client service for prevention.

To access aid, households are encouraged to call 503-399-9080 ext 4003 to speak with a Coordinated Entry representative. Or they can apply online at: <http://mwvcaa.org/utility-and-rental-assistance/> .

Since beginning services in mid-May, \$3,098,643 has been disbursed across Marion/Polk counties. Assisting 565 households, of which 48% self-reported as Hispanic and 15% resided in Polk County. To date (10-14-20), ARCHES is currently 58% allocated; 2 weeks ahead of schedule.

Grant	HMIS Allocated	Household Data							Individual Data	
		Utility Assistance	Rent Assistance	Households Served	% Hispanic	% Disabled	% DV	% Veteran	Marion	Polk
CVRRP - CARES	\$ 2,587,800.00	\$ 110,129.00	\$ 2,477,671.00	402	44%	33%	17%	5.0%	634	108
COVID RR	\$ 510,843.00	\$ 38,752.00	\$ 472,091.00	163	52%	31%	12%	4.0%	221	17
Total	\$ 3,098,643.00	\$ 148,881.00	\$ 2,949,762.00	565	48%	32%	15%	5%	855	125

MWVCAA - Time Bound Expenditure Tracker			
CVRRP - CARES			
Spending Target Date	Spending Target (by %)	Spending Target (by \$)	Date Achieved
7/9/20	5%	\$ 225,124.10	7/7/2020
7/23/2020	10%	\$ 450,248.20	7/16/2020
8/6/20	15%	\$ 675,372.30	8/1/2020
8/20/2020	20%	\$ 900,496.40	8/10/2020
9/3/20	25%	\$ 1,125,620.50	8/17/2020
9/17/2020	30%	\$ 1,350,744.60	9/1/2020
10/1/20	40%	\$ 1,800,992.80	9/17/2020
10/15/2020	50%	\$ 2,251,241.00	9/29/2020
10/29/20	60%	\$ 2,701,489.20	
11/12/2020	70%	\$ 3,151,737.40	
11/26/20	80%	\$ 3,601,985.60	
12/10/2020	90%	\$ 4,052,233.80	
12/24/20	95%	\$ 4,277,357.90	

Coronavirus Response:

Current operations are at a **Phase Three response - Environmental Controls**. With the main focus being modification of services (i.e Day Center, Outreach, and

Housing), suspension of high risk services (mobile showers, tenant education classes, volunteer program), as well as moving the bulk of ARCHES services to a remote work-site mobile. In addition, staff, visitors, and clients to all ARCHES locations now participate in mandatory COVID screenings and Temperature checks upon building entry.

- COVID - Program Operations:

- Day Center: Open. 20 guests at a time. M-W,F 9:00am – 4:00pm & R 9:00am - 1pm
 - *Open Holidays*
- Lobby & Supportive Services- Open. 3 guests at a time. M-F, 8:15am-3:00pm.
- ARCHES showers & Laundry - Open. M-F, 9:00am – 4:00pm. Walk-in Only.
- Coordinated Entry - Available by phone. M-S, 8:00am – 8:00pm. Call 503-399-9080 ext 4003.
- Resource Centers-
 - *Santiam Outreach & Community Center* - Available by phone, M-F 8:15am – 4:30pm. 971-332-5676 - **CLOSED to in person appointments.**
 - *Marion County Resource Center* - Available by phone, M-F 8:15am – 4:30pm. 503-508-1926
 - *Polk County Resource Center* - Available by phone, M-F 8:15am – 4:30pm 503-623-9664
- Veteran Services - Available by phone, M-F 8:15am – 4:30pm. 503-399-9080 ext.4013
- Homeless Prevention/Rent Relief - Contact 503-399-9080 ext. 4003, M-S 8:00am-8:00pm. Or online at <http://mwvcaa.org/utility-and-rental-assistance/>

Wildfire Response:

During the month of September, wildfires raged through our community. Impacting many of our rural neighbors, colleagues, and services. As a response ARCHES quickly responded by connecting with local leaders to provide aid where needed. This included the provision of mobile shower services at the Red Cross sponsored shelter located at the State Fair Grounds. This is in addition to activating emergency shelter opportunities for 4 nights as a response to poor air quality. Serving 123 unduplicated persons.

Moving forward, ARCHES continues to partner with regional initiatives focused on quantifying the housing loss of the community, as well as routing folks through the

quickest pathways to housing stabilization. Currently, ARCHES has two staff stationed in the canyon, working collaboratively with the Santiam Hospital, Service Integration Team, Marion County, and St. Francis Shelter to identify housing needs utilizing a triage method. Once a needs assessment is completed, housing pathways have been created to link households with providers which can aid in: applying for housing services (local, state, federal), assist in housing search and reasonable accommodations, as well resource navigation. It is this group's goal to place 5 households per week into permanent housing using a centralized master list. As of today, 10/14/20, 70 households have been identified as needing long-term housing supports, of which 30 are were homeless prior to the wildfire event but resided in the canyon area.

Winter Warming:

Looking ahead to the winter season, ARCHES is actively preparing a multi-phased approach including:

- An emergency shelter/ scattered site model - where by sites open based on a 32 degree or below temperature. This is the standard winter model adopted by ARCHES in 2017. To date, three sites have been identified. The emergency shelter season begins November 1 and will run through March 31, 2021.
- A duration model - whereby a site will operate each night regardless of temperature or weather conditions. Negotiations are close to completion. Duration warming begins December 2020 and will operate through the end of February during the coldest months of the year.
- Sub-recipients - ARCHES is committed to sponsoring warming efforts throughout Marion and Polk County to ensure equitable access to all communities. Contracts are expected to be fill filled by the end of October.
- Motel placements - In light of COVID, all warming locations will require guests to participate in a COVID symptom screening and temp check. For anyone who is symptomatic they will be placed into a hotel rather than being permitted into a congregate shelter model. For those placed into hotel, the ARCHES outreach team will provide regular check-ins and isolation supports, as well as coordinating with the Marion County COVID response team.

Additional COVID prevention measures are being taken to support warming efforts. These include:

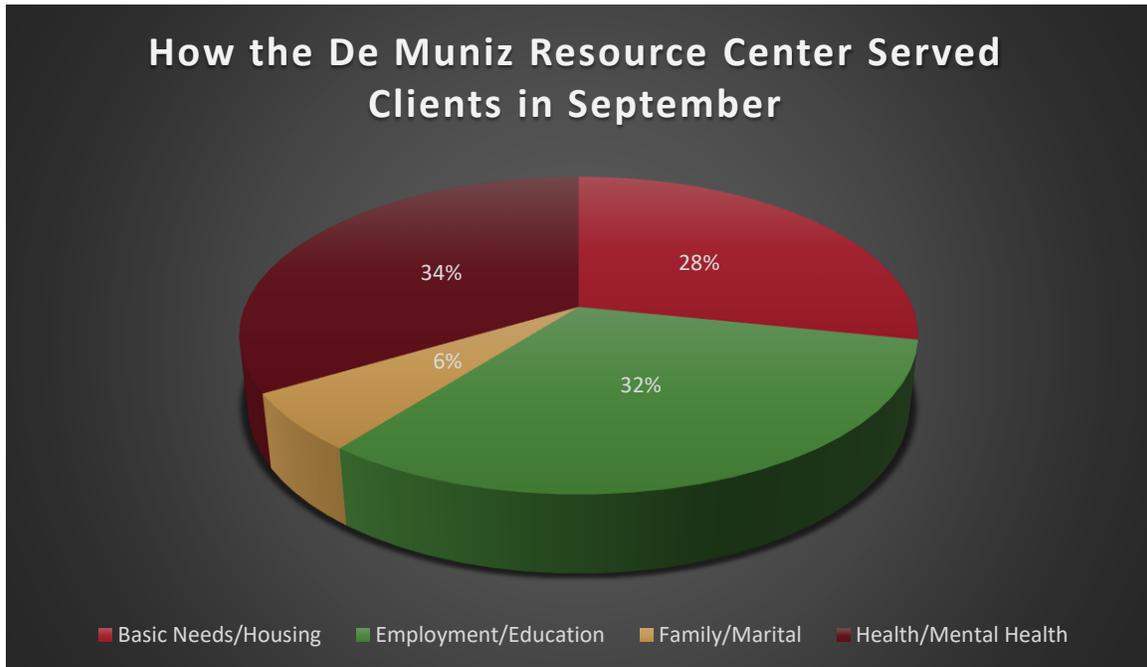
- Enhanced social distancing within all congregate sites. Increasing bed space from 5*10 to 8*10.
- The construction of clear barriers between bed spaces.

- Robust cleaning and sanitation protocols.
- Increase number of hired staff who with COVID prevention training.

September Program Highlights:

- ARCHES/MWVCAA was accepted in the OHCS Permanente Supportive Housing (PSH) Technical Assistance cohort in collaboration with the Salem Housing Authority (SHA). This program will enable ARCHES and SHA to move forward with building additional PSH units for the area's chronically homeless.
- ARCHES was awarded a Rent Guarantee grant through OHCS to be paired with the Tenant Education course. With the goal of providing financial assurances to landlords who rent to clients with barriers to housing.
- During the month of September, 201 volunteer shifts (totaling 761 hours) were donated to ARCHES programs, such as: Day Center, air quality emergency shelters, donation sorting, Tanners Project, Benevolent meals, and wildfire mobile showers.
- A recent article by the Statesman Journal highlights the continued development of the ARCHES Veterans Transitional Home being coined as Tanners Project.
 - <https://www.statesmanjournal.com/story/news/2020/10/11/salem-tanner-project-oregon-housing-homeless-male-female-veterans/3562197001/>

How the De Muniz Resource Center Served Clients in September



Opportunities/Challenges

- ❖ De Muniz Resource Center served 108 clients in September.
- ❖ We continue to work closely with Marion County Sheriff's Office on plans to serve Transition Center clients both remotely and in-person as well as our community clients.
- ❖ Northwest Human Services resumed their regular Oregon Health Plan clinic in-person this month. Forty-five Transition Center clients took advantage and got enrolled for OHP.
- ❖ Our staff worked remotely for about a week due to the air quality issues from the wildfires.
- ❖ Staff continue to offer new cognitive evidence based practices curriculum formulated classes to our adults in custody that focus on managing anger, exploring empathy, and practicing mindfulness for wellness.
- ❖ Employment Navigator is joining the WorkSource Oregon/Willamette Workforce Partnership's task force to assist with reopening WorkSource Oregon in Salem in the near future. She will participate with the safety committee of this team.
- ❖ Main challenge continues to revolve around budget and staffing shortages.

Success Story

“Managing Expectations”

In May, when our center was just beginning to find its footing in offering safe and effective in-person services, client R.N. came in seeking guidance. Having just been released from prison after many years, R.N. was anxious about meeting his basic needs as well as finding employment in such uncertain times. Committed to providing quality services while still maintaining safety protocols, I read through and completed paperwork on R.N.'s behalf when he was struggling to do so and did my best to safely assist R.N. as he tried to navigate using his new cell phone and online resources. These new processes and approaches proved frustrating for us both at times, but we persisted.

After some trial and error involving email communication and working around our new normal, which meant limited staffing and office hours, I was able to help R.N. create a resume that served his goals and needs. R.N. was initially hesitant to discuss some aspects of his background and experiences with me, but after some time we agree on a path forward. Given R.N.'s unique background, we discussed at length his expectations for employment and how we might manage them, taking into account his personal barriers and the state of the employment market. I suggested that All Star Staffing might be a great place for R.N. to start.

In the coming months, R.N. would periodically stop into the center to use the computers or phone. As R.N. remained focused on meeting his more basic needs, it would not be until late September that I would hear from him regarding his employment progress. When R.N. came into the center to sign up for health insurance, I got a chance to speak with him and he shared that he had been working full time for Willamette Valley Pie Company through All Star Staffing. I continue to be impressed with our clients' ability to adapt and manage their expectations in the often difficult pursuit of self-sufficiency.

-Submitted by Employment Navigator

*De Muniz Resource Center is funded through the Marion County Sheriff's Office and is contracted to serve clients in Marion County.

CCR&R PROGRAM REPORT
Shannon Vandehey-Program Director
October 2020

Opportunities:

- **In process:** Working with HR to change Jenna Sanders title to Associate Program Director. She has been primarily playing this role as a Project Manager but with the new dollars coming from the state, they have included funding to address leadership supports in CCR&R's. This will allow us to increase her role assisting me in oversight with the expansion of our program.

- **In process:** Working with HR on posting five new positions with CCRR. Looking for:
Marion & Polk County:
Quality Improvement Specialist II-Bilingual
Quality Improvement Specialist II-English
Program Support-Bilingual
Yamhill Satellite:
Preschool Promise Instructional Coach/Quality Improvement Specialist
Infant/Toddler Specialist

- **Completed:** With the help and support from Jimmy and Shaun, we were able to obtain the lease for our Yamhill satellite office in McMinnville. It is about two blocks from the Yamhill Early Learning Hub. Lease begins November 1, 2020.

- **Completed:** Program Director participated in the Polk County Child Care Funding Alliance headed by Commissioner Pope. This group talked about how we can improve access to child care in Polk County. Dollars were available to support this through Polk County. The decision was to offer grants to Polk County, approved emergency child care providers, to improve quality, increase slots, etc. CCR&R also provided outreach and assisted providers with filling and submitting the grant opportunity. Especially those that were limited in the use or availability of technology, and/or who spoke Spanish and needed additional questions answered.

- **Completed:** Jenna on behalf of CCR&R, supported the Yamhill CCO Early Learning Hub in creating a Child Care Needs Assessment for Yamhill County to inform upcoming expansion planning. Focus was on assessing needs and preferences in Yamhill County and the Confederated Tribes of Grand Ronde. It also focused on identifying barriers related to child care that families and local businesses are facing in the context of Covid-19. This study included a family survey, a business survey administered online. Summary of survey attached.

- **Ongoing:** Still continue to do outreach on COVID resources to Early Learning providers. Especially looking at activities to do with child care children that are safe for everyone and that help explain Covid to young children at their level.

- **Completed:** Gisela Morales our Infant/Toddler Specialist presented at the (virtual Oregon Researchers Roundtable). This is a big event that happens yearly, with early learning professionals in all types of organizations attending. Her presentation was concerning her work as a Child Care Quality Improvement Specialist. She was amazing and really shed light about why CCR&R supports are so critical and the depth of the whole body of work. Some comments from her presentation: *"Thank you Gisela for bringing light to the type of work and commitment that it takes to assist effectively our non-native English speaking providers. Bringing equity requires love, patience, commitment and advocacy for those who are struggling to navigate our Early Learning Resources."*

“What a powerful testimonial.”

“Gisela your support and the outcomes you were able to help this provider achieve are a gift to the provider and all of the children and families that are and will be the beneficiaries of her program! Thank you for your commitment, knowledge and persistence. Such a great example of cultural responsiveness.”

- **Contract/Budget Update:** We received informal information on our contract amendment for additional funding from the ELD on Sept 1. We expect to receive an additional \$848,622 mainly for additional staff in regards to Preschool Promise, Infant/toddler support and for what we just recently found out, a satellite CCRR office in Yamhill County to align with our regions two Early Learning Hubs. (One is Marion & Polk Early Learning Hub and Yamhill Early Learning Hub). ELD is hoping to get these amendments executed by Oct 1, but not sure if that will happen.
- **In Process:** Shannon, Lauren and Cassandra are attending a Strengthening Business Train the Trainer Cohort. We will be given four modules that focus on child care best business practices, that we will be able to provide to our region’s child care providers.

Challenges:

- **Contract/Budget Update:** As in the past, finding qualified staff for the number of new positions we will need to fill will be difficult. This has always been a struggle.
- **Contract/Budget Update:** New staff means, additional space. Looking at various internal/external space options with help from Jimmy.
- **Remote Work:** A majority of staff are still working remotely. 1-3 of us do work at the office weekly.
- **Training:** Our CCR&R continues to provide live webinars for child care providers across the state.

Energy Services September Program Report

Traia Campbell, Program Director

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

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

September Marion & Polk duplicated completions by funding source

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty	Ave HH pmt
LIHEAP	205	656	109	42	25	95 =46% of hh served	\$396.92
LP Cares	91	262	34	33	33	41 =45% of hh served	\$418.69
EASCR	430	1467	197	90	135	166 =39% of hh served	\$753.54
OEA PGE	136	406	61	48	31	59 = 43% of hh served	\$386.32
OEA PP	24	65	10	8	4	13 =54% of hh served	\$396.25
OLGA	40	122	20	10	3	15 = 38% of hh served	\$411.67
GAP	16	63	2	2	1	6 = 38% of hh served	\$112.25
Total	942	3041	433	233	232	395 = 42% of hh served	\$460.57

PY 2020 - October -September duplicated completions by funding source

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty	Ave HH pmt
LIHEAP	5740	15681	1952	2494	2474	2161 =38% of hh served	\$372.93
LP Cares	670	2032	280	227	261	326 =49% of hh served	\$486.96
EASCR	1653	5110	619	542	642	643 =39% of hh served	\$701.06
OEA PGE	3296	9330	1161	1336	1384	1235 = 37% of hh served	\$383.44
OEA PP	522	1410	155	242	223	184 =35% of hh served	\$376.45
OLGA	1061	3324	377	448	384	391 = 37% of hh served	\$404.23
GAP	213	755	89	66	66	82 = 38% of hh served	\$115.02
Total	13155	37642	4633	5355	5434	5022 = 38% of hh served	\$454.18

PY 2019 - October -September duplicated completions by funding source

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty	Ave HH pmt
LIHEAP	6453	18207	2351	2560	2605	2489 =38% of hh served	\$369.36
LP Cares	188	561	67	62	72	65 =35% of hh served	\$372.62
OEA PGE	4136	12341	1735	1323	1547	1641 = 39% of hh served	\$383.80
OEA PP	687	1949	232	261	262	280 =40% of hh served	\$384.84
OLGA	1459	4755	563	518	471	536 = 36% of hh served	\$266.44
GAP	189	656	93	45	47	77 = 40% of hh served	\$116.40
Total	13112	38469	5041	4769	5004	5088 =38% of hh's served	\$355.41

Energy's 2020 program year ended Wednesday September 30. This program year was unlike any I have witnessed in my 28 years (ever for that matter). Due to the pandemic (Covid19) and wild fires, OHCS and Energy Team made quick procedural updates ensuring programs were able to quickly and effectively provide assistance to residents. Energy received addition funding, LP Cares and EASCR, to assist household impacted by Covid19. The EASCR was received July 23, as of the end of September Energy is over 96% spent (end date 12-31-2020). Energy still has LP Cares funding available (received 5-1-2020 with end date 6-31-2021). With the new PY Energy will receive additional LP and OEA PGE & PAC funds. Our phones and doors will open Thursday 10-1-2020, LP & LP Cares appointments & Requests for senior and/or disabled households will begin in October and all other LP & LP Cares assistance will begin in November. OEA PGE and PAC appointments and Requests will be available October 1.

We are working on updating our bilingual Request for assistant form for the upcoming 2021 PY. OHCS revised the application disclaimer/release and we made some updates to simplify the form. The Request form proved to be a great tool in PY 2020 helping Energy to reach the community and provide assistance quickly. We will be watching the distribution of the 2021 Request to assure funding is available to cover those returned.

September 2020 Polk duplicated completions by funding source

Funding	HH	People	>6	60+	Disabled	@ or below 75% of poverty	Ave HH pmt
LIHEAP	28	73	15	5	3	20 =71% of hh served	\$407.18
LP Cares	14	41	6	5	4	6 =43% of hh served	\$411.00
EASCR	35	119	21	8	11	14 =40% of hh served	\$714.03
OEA PGE	0	0	0	0	0	0 = % of hh served	\$0.00
OEA PP	18	47	8	6	3	11 =61% of hh served	\$407.78
OLGA	6	15	2	3	0	3 = 67% of hh served	\$430.00
GAP	4	11	0	0	0	2 = 50% of hh served	\$109.25
Total	56	146	25	14	6	36 =64% of hh served	\$395.00

The above graphs represent the number of completions per grant. Many household Energy assists are in need of multiple payments from available funds. I have listed the unduplicated number of completions below for PY 2020 and PY 2019.

PY 2020 - Unduplicated completions Marion & Polk CO (LP, LP Cares, EASCR, OEA PGE & PAC, OLGA and GAP)

Funding	HH	People	>6	60+	Disabled
All	6889	19503	2493	2735	2717

PY 2019 - Unduplicated completions Marion & Polk CO (LP, OEA PGE & PAC, PGE special, OLGA and GAP)

Funding	HH	People	>6	60+	Disabled
All	7463	21497	2864	2751	2824

Weatherization Board report
October 22th 2020

October is here and that means Weatherization day on October 30th but we take the opportunity to bring Weatherization Awareness the entire month. In the past we have had an Open house at our shop highlighting our great Staff, contractors, equipment and also used props to show some of the work we do.

This year we have bringing awareness mostly in social media platforms since physical events/activities are out of the question due to Covid. We have been busy posting content on our Facebook page and have planned to continue doing so till the end of the month. We are planning on highlighting the following:

Community Partners

Projects with pics of work

Staff – quick fact – 5 out of the 8 staff have been working at the program for about 11 years

Contractor- Local Weatherization and specialty contractors

I Invite everyone to like, follow and share our Facebook page - Community Action Weatherization to keep learning and seeing the awesome work that were doing. Keep an eye out for other upcoming social media platforms.

Quarterly #s

Audits 13

Inspections 20

Units completed 17

Site Built 8

Mobile Homes 9

Furnaces replaced -12

Nutrition First
Sue Maxwell, Program Director
October 15, 2020

1. Executive Summary of Activities (Numbers Served/Service Units/Outcomes)

- ✓ For the month of September, we signed on eight new providers (6 OCC registered/certified and 2 DHS listed) and closed fourteen, for a total of 443 homes.
- ✓ Nutrition First staff traveled 1,891 miles during September.
- ✓ Fifty-eight homes were visited in September. We are back to visits fulltime, but this year we were only required to visit twice, rather than three times – hence, the smaller amount of visits.
- ✓ A new educational training started in July. This unit is all about fruits and multi-cultural menus and recipes. We were able to download lots of information from the CDC on “The Global Kitchen” – ways of using spices and fruits to make dishes commonly served in other parts of the world. We have nutrition tips for cooking culturally using less salt and more of a variety of spices. There is a game for kids to increase their knowledge of different fruits and vegetables, many handouts for the providers, and we read a story to the kids and give them stickers and coloring sheets.
- ✓ Approximately 464 children were visited during September.

2. Challenges

- ✓ The largest food program sponsor in Oregon (we were always the second largest) has been closed by our funder, ODE, for serious and repeat deficiencies. October will be extremely busy as we are virtually signing up those providers who wish to be on our food program. In addition, we need to make in-person follow-up visits to those new homes to protect the integrity of our food program. We have signed up about 75 new providers, most in the Clackamas, Multnomah, Washington tri-county area. The hundred or so Latinx providers and 90 or so Russian providers have not signed with any new program to date. If they all came with us, that would overwhelm my Spanish-speaking representative, and my Russian-speaking representative is working remotely only. ODE signed on one new food program sponsor located in Tacoma, Washington. This sponsor uses an online menu-processing format called KidCare, of which the closed program’s providers are familiar. So hopefully, many of the remaining providers will opt for that sponsor.

**HEAD START PROGRAM REPORT TO BOARD OF DIRECTORS & POLICY COUNCIL
Eva Pignotti, Program Director - October 2020**

Attendance

Head Start Preschool

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

Early Head Start

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

Early Head Start Child Care Partnerships

	9/20	10/20	11/20	12/20	1/21	2/21
Regular	86.51%					
	3/21	4/21	5/21	6/21	7/21	8/21
Regular						

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

Head Start Preschool – Full Enrollment = 697

	9/20	10/20	11/20	12/20	1/21	2/21	3/21	4/21	5/21	6/21	7/21	8/21
Regular (677)	N/A											
Subsidized (20)	N/A											

Early Head Start – Full Enrollment = 108

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

Early Head Start Child Care Partnerships – Full Enrollment = 80

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

Waiting Lists

Head Start Preschool

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

Early Head Start

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

Early Head Start Child Care Partnerships

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

USDA Meal Reimbursements

	September 2020	
USDA Meal Reimbursements	Number of Meals Served	Amount Reimbursed
Breakfast	N/A	N/A
Lunch	N/A	N/A
Snack	N/A	N/A
Cash In Lieu	N/A	N/A
Total Reimbursement	N/A	N/A

Report from Program Director:

OPERATIONS DURING COVID: The school year for Head Start and Early Head Start children got off to a delayed start because of the local wildfires and subsequent hazardous air quality. The first day of school was bumped to October 5 because after 8 days of closure, the staff pre-service training period was extended by 5 days to ensure all essential staff training could be completed.

The EHS Child Care Partnerships program opened as scheduled on September 1st. Family child care providers are open and serving children in their homes, and the Salem Keizer Teen Parent program, which serves 24 children through our contract, are providing services remotely. This is the only option available for SKTP based on the school district decision to remain closed to in person classes at this time. The EHS CCP program is not at its full capacity of 80 children because of reduced numbers of applications received. This is an allowable flexibility with the federal funder during the pandemic.

For Head Start the initial plan based on COVID guidance from the Oregon Child Care Division and program management analysis of community conditions and parent safety concerns was

to open with ten children per classroom, morning classes only, with expanded days and hours of services to support essential workers in need of child care. This provided for 220 classroom slots, with the remaining children being served remotely. There are currently 237 children enrolled for remote services. The program is not at its full capacity of 697 children because of reduced numbers of applications received. This is an allowable flexibility with state and federal funders during the pandemic.

For Early Head Start the start-up plan allowed for the normal capacity of 8 children per class, and normal days and hours of operation. Parents were given the option of having their child attend classes in person or receiving remote services. Currently 19 children are receiving their EHS services remotely. The program is not at its full capacity of 108 children because of reduced numbers of applications received. This is an allowable flexibility with the federal funder during the pandemic.

Numbers of children attending in person or attending remotely will be very fluid as parents change their minds based on the local conditions and their own experiences with COVID exposure. We are closely aligned with the Office of Child Care and Health Department in recording and tracking illness involving COVID symptoms or presumed or confirmed cases among staff and children. When necessary, staff and children will be placed into self-quarantine situations as directed by the Health Department.

Our planning focuses primarily on safety, and we have created small stable groups of staff and children to minimize exposure risk. Each region of the program has a floater Teacher who only works within that region, and we maintain a small crew of sub Teachers and Teacher Assistants who can work throughout the program but with strict PPE requirements. When a center is down staff, we are not bringing in staff from other sites or regions to help cover, we are instead cancelling classes. This is the safest, most conservative approach, and is an allowed flexibility with state and federal funders during the pandemic.

Program management will examine local COVID conditions in our communities, and the progress each of the six school districts in our service area make toward meeting the state mandated metrics for re-opening. We will use this information to determine if we will increase the number of children in classrooms, decrease them, or even revert to full remote services if necessary. Our children are considered to be in a high-risk group for COVID infection as both persons of color and members of low-income households. We are allowed to have up to 20 children in a class according to COVID licensing rules, but do not believe that is optimum for a high-risk population.

Each month this report will include an update to our program's opening/operating plans, which are also submitted to the state and federal funders on a quarterly basis.

Federal and state funders are quite supportive of programs during our challenging time. Not only for COVID, but also for natural disasters such as the wildfires just experienced, we are allowed to pay staff for up to a two week closure of their worksite from our grant funds. The flexibilities offered from state and federal funders allow for shifts in budget categories within

limitations without submitting budget amendment applications so we are able to make quick decisions to support our needs during the health crisis.

We did pay our staff who were not able to work remotely for the closures from the wildfire smoke, and will do so if we have to close a center because of a COVID exposure. Our program is currently able to continue operations with full staff, with about 30 staff assigned to remote services and the classrooms each having three staff.

Costs to operate have shifted quite a bit, with less being spent on food and transportation, and more being spent on cleaning, PPE, technology, and lease payments, and an anticipated decrease in food reimbursement. Four locations have been secured across the program service area for remote staff to work on assembling education packets, child staffing and other things they cannot do separately from their homes. These leases are short duration expenses and necessary to operations. We have invested in tablets and WiFi for families of remote learners if the family does not have these items available to receive remote services. Additional tablets, laptops and cell phones have been purchased to provide for the delivery of remote services as well.

The CACFP funders are much more restrictive in the flexibility department. With 2/3 of the enrollment slots in Head Start being served remotely, we will continue our practice that we started in the spring of using food purchased for school meals to supplement food boxes from Marion Polk Food Share to be delivered to the families of children enrolled in the remote option. This is not considered reimbursable by CACFP unless we package it into individual meals and specify that they are only for the enrolled child, and not for other family members. This conflicts with our values and concerns about family well-being, so we are providing this food in the form of ingredients that families can use to prepare meals without restriction, therefore our CACFP reimbursements will be less than anticipated in the budget.

Similarly, the program is providing diapers, pull-ups and wipes, in quantities that we would have purchased for use in the classroom, to the remote families for enrolled children who are not potty-trained. We have an additional diaper resource from a grant from the Marion Polk Early Learning Hub that allows us to provide diapers to families who need them for siblings of enrolled children. Staff ask the remote families if they need the support of diapers, food boxes, etc. during their weekly contacts, and items are prepared and delivered in no-contact deliveries for those families who request them.

Our contracted custodial company has been asked to increase frequency of cleaning and sanitizing sites to once per week in all locations. The program leased 18 hand washing stations to be placed outside each entry door, in accordance with Office of Child Care guidance, and invested in scrubs, face masks, and plastic face shields for staff, who are now required to use a face covering whenever working with children or on the bus. Daily health screenings of children and staff are required and conducted either outside the classroom or prior to getting on the bus. No touch thermometers, tables, canopies and umbrellas for families waiting in distanced lines have been purchased for all sites.

REVIEW: The program has been notified that the Office of Head Start will conduct a Focus Area 1 monitoring protocol during the week of November 2. This will be done through document review and scheduled telephone interviews. The schedule has not yet been provided for specific calls.

SEEKING THANKSGIVING FOOD BOXES: The week of Thanksgiving, we will be doing drive-through events at all our locations. This will include the child receiving their dental screening, distribution of resources, provision of a take home meal, and other service delivery made with little to no contact. It is our goal to have food boxes for the Thanksgiving holiday break to put into trunks during these events. We typically get small numbers of boxes donated by organizations that are given to those families identified as being of the greatest need. We would like to have significantly more of these holiday food boxes to give out during the drive-through events. Board members who are affiliated with organizations that do charitable giving, it would be greatly appreciated if you can help to support this goal. Contact Eva for more information.

**Community Action HOME Youth Services – Board Report
October 2020**

2020 Executive Summary													
	J	F	M	A	M	J	J	A	S	O	N	D	total
Runaway & Homeless Youth (RHY)													
Salem Run Reports Received & Acted On	14	31	24	25	5	12	0*	0*	0*				
Keizer Run Reports Received & Acted On	9	6	0	5	2	4	0*	0*	0*				
Reunited To Permanent Connections	12	9	9	10	2	X*	0*	0*	0*				
Families Connected With	14	18	14	10	2	X*	0*	0*	0*				
Youth Connected With Via Street Outreach (duplicated)	15	22	19	1	3	7	0*	0*	0*				
RHY Case Managed	4	2	2	2	1	2	1	4	3				
Non- RHY Case Managed	2	4	1	1	2	X*	2	0	0				
Drop In Day Shelter (Stationary Outreach)													
Unduplicated Youth Served	144	171	150	47	61	80	71	81	72				
Total Visits	846	932	590	212	252	323	261	281	227				
Total Meals (lunch, snack & dinner)	950	1,093	565	96	155	180	189	223	180				
Youth New To Services (intakes)	22	27	23	11	6	15	9	8	13				
Youth Empowerment Program (YEP)													
Youth Participated At Some Level (duplicated)	25	26	22	24	8	7	11	10	5				
Attended Job Skills Development Workshops	17	13	5	6	2	1	4	2	1				
Attended Financial Literacy	14	2	0*	0*	4	0	0*	1	0*				
Attended Education & Business Field Trips	13	0*	12	0*	1	1	0*	1	0				
Savings Accounts Opened	7	0*	0*	0*	0*	0*	0*	0	0				

	J	F	M	A	M	J	J	A	S	O	N	D	total
Taylor's House (Supportive Emergency Shelter)													
Youth Served (residents: monthly = duplicated. Total/ annual = unduplicated)	13	12	13	10	14	16	9	11	8				
Total Nights of Service	253	251	273	219	239	222	162	138	90				
Community Support													
Number of Volunteers / Interns	3	3	4	1	1	3	1	16	0				
Total Number of Volunteer / Intern Hours	51	80	86	40	63	84	33	40	0				
Key	0* = Activity Not Offered						X* - Did Not Collect Data						
	*U = Unduplicated total												

Drop In:

- Onboarding new street outreach staff. Creating a team that will expand out of the Salem core. Having a team will minimize service disruption when there is a staff transition.
- Operation hours have returned to pre-covid. COVID precautions are still in place but back at full service hours.

Taylor's House:

- Experienced low utilization for September. This is a blessing in disguise as we had multiple staff out of the office. We remain operating at about 75% capacity to ensure room for any COVID related quarantine needs (staff and youth). We expect to see an increase in community based youth referrals as our street outreach program gets back up and running.
- HVAC unit leak. Damaged has been assessed and repairs are in process. Creating safeguards to minimize future leaks.

Other:

- Program Director participated in rules action committee (RAC) regarding missing youth who are in foster care and continues to serve on multiple regional and state committees.
- Assessing and revamping data collection policy and procedures.
- Assessing staffing structure and addressing needs.
- Participating in state conversations on responding to COVID outbreaks in minor youth shelters as options are limited. Recently 2 youth shelters have had outbreaks and we are learning with and from them.
- Statewide Homeless Youth Assessment was officially kicked off in early October. Current and future information can be found here. HOME Youth Services staff will help lead the local efforts. <https://www.oregon.gov/dhs/CHILDREN/Homeless-Youth/Pages/Oregon-Statewide-Homeless-Youth-Needs-Assessment.aspx>
- Recruiting new team members for both sites. Expanding street outreach services and onsite educational support at Taylor's House.
- COVID is resulting more overtime hours than expected.
- Opportunities to engage and learn:

- Oregon Alliance for Safe Kids, Healthy Families & Strong Communities: Homeless Youth Forum. Oct. 28th from 10 – 11:30am. Free. Hear from national leaders on the data and innovative state efforts. Register: https://us02web.zoom.us/meeting/register/tZ0rcumrpi4oGdNhDsQt-g75hD5VUdy_K6TW
- Oregon Health Forum on Homeless Youth. Nov. 12th @ 10am. Free. Local perspective. <https://www.oregonhealthforum.org/2020/09/30/november-12-2020-flip-the-script-a-fresh-take-on-ending-our-homeless-crisis/>
- Point Source Youth Western Symposium. Low Cost. Dec. 8th 12pm – 4pm. Engage in a regional discussion regarding youth homelessness. https://www.eventbrite.com/e/psys-1st-annual-western-symposium-on-solutions-to-end-youth-homelessness-registration-117069410759?_ga=2.144635189.1218753171.1602865378-516193935.1602200598

Client Highlight: * client's name & identifying information has been changed to protect their privacy



HOME Youth Services



home _ youth _ services

**Mid-Willamette Valley Community Action Agency, Inc.
Board of Directors Executive & Finance Committee Meeting
October 8, 2020**

ATTENDANCE

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

Absent: None

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

The meeting of the Executive & Finance Committee started at 5:33pm. It was determined that a quorum was present.

1. Executive Director's Program Updates

- a. Jimmy discussed funding and organizational challenges with the next Biennium Legislative Session in 2021, especially for ARCHES, HYRC, and CCR&R.
- b. The agency continues its preventative measures to protect against COVID-19. We had one new case from an employee who had been working remotely and was not an agency transmitted illness. That was the first positive at the agency in the past nine weeks.
- c. The committee discussed if the Board should try to meet in person for the full Board meeting later this month, but chose to put off the decision until later in the month while we monitor the virus situation in Marion/Polk.
- d. The agency has made the decision to change our liability insurance carrier from Philadelphia to GuideOne Insurance. Their rates are comparable and GuideOne will cover COVID claims.

2. Financials – Kaolee Hoyle presented the financial statements ending May 31, 2020.

3. October 2020 Full Board Meeting Draft

- a. Personnel policies were added as a potential approval item.

4. Credit Card Expenditure Review – Will take place, in person, at a later time.

Meeting adjourned at 6:41 pm.

Respectfully Submitted:

Amy Schroeder, Office Specialist

Helen Honey, Board Secretary