



Joint Office of Homeless Services

Community Budget Advisory Committee Meeting Minutes

June 14, 2023

11:00 AM - 1:00 PM

[draft]

Attendance:

Board Members: Dani Vogel, Christine Hermann, Nathan Williams, Nicki Dardinger

Absent: Sasha Burchuk

JOHS & County Staff: Bill Boyd, Joshua Bates, Colby Dixon, Malka Geffen, Antoinette Payne, Marisa Mize

Agenda Item	Discussion Points	Decision/Action
Call to Order	Welcome / Land & Labor Acknowledgement	
Review previous meeting minutes & current agenda	CBAC members approve of previous meeting minutes. The CBAC members request to review and approve the agenda prior to the meetings.	Nicki Dardinger - 5, Dan Vogel - 5, Christine Hermann - 4, Nathan Williams - 4
Staff Updates from JOHS	Deputy Director Joshua Bates will be exiting the Joint Office of Homeless Services (JOHS) on June 28th, 2023. Introducing Daniel Field as the new JOHS Director as well as Antoinette Payne as the Business and Operations Manager and Kevin Irwin as Director of the Multi-Agency Collaborative (MAC) and Oregon Housing Now (HMN) Director.	
Update/Discussion: JOHS CBAC in County Charter, membership recruitment	The process for filling the open CBAC committee position will likely begin with recruitment in July and continue through August, followed by onboarding in September or October. The process will be confirmed by the Office of Community Involvement once it is finalized.	CBAC members will be informed of the new member recruitment process once it is announced.

<p>CBAC discussion: agenda for succeeding months</p>	<p>The chairperson of the CBAC and JOHS CBAC directors will maintain their collaboration to finalize the agenda for future meetings.</p>	
<p>CBAC discussion: essential information for next budget cycle</p>	<p>The CBAC pending questions include JOHS County Code matters, presentation request of Multnomah Housing Now, update on the data task force, update on lived experience and equity advisory committees, and timeline of resolving open questions.</p> <p>Kevin Irwin who is the JOHS Director of MAC and HMN will provide an update and provide answers in regards to the new initiatives.</p> <p>A CBAC member asked if there is any known feedback or relevant information in the Chair's proposal to revise the county code in regards to the CBAC structure role.</p> <p>A member of CBAC expressed the need for additional details regarding various types of services, safety measures for individuals without housing, and the process of housing placement. The member requested a comprehensive overview to assist in comprehending and interpreting the program offerings.</p> <p>The CBAC has requested a more extensive process for budget engagement, including hearing listening sessions and creating opportunities for other community members to actively participate in the budget discussions. They also propose a year-long education program to delve deeper into budget engagement, aiming to generate substantial changes to present to the board. Additionally, CBAC seeks information on the specific dates when the budget will be made available.</p> <p>The process of determining what should be included in Phase 1 or Phase 2 is currently underway, and there is no established timeline at the moment. JOHS intends to engage with advisory committees and the community to organize a listening session open to all community members, providing an opportunity for feedback as well as planning to invite former CBAC members to participate in these sessions.</p> <p>The JOHS is demonstrating great flexibility in supporting providers to enhance their capacity and actively collaborating with Metro Housing and formulating strategies to address the current challenges. Given the significant influx of funding and the rapid scaling of programs in our community, there has been a substantial adjustment. JOHS is committed to assisting providers in effectively delivering the necessary services, and efforts are ongoing to ensure they have the capacity to administer the programs at the</p>	

	<p>required level.</p> <p>A CBAC member inquired about the duration of time JOHS has been aware of the spending gap.</p> <p>The confirmation of the spending gap occurred once Q3 concluded in April. We are still reflecting on data and considering how to use that data and inform our work.</p> <p>Has JOHS conducted any further exploration regarding the implementation of Tiny Houses or Accessory Dwelling Units (ADUs) in the backyards of Portland area residences? Could you provide an update on the current status of the program and explain the reasons behind its stagnation or lack of progress?</p> <p>The JOHS can provide answers to questions specifically related to the budget. However, the information about the ADU project is not relevant to this committee's scope and falls outside of its purview.</p> <p>When it comes to addressing the housing crisis, JOHS' best practices involve adopting a long-term perspective and collaborating with partner organizations to expand shelter capacity. As part of JOHS' efforts, we have developed various plans, including the local implementation plan within the Supportive Housing Services (SHS) framework. These plans help guide our strategies and actions towards effectively tackling the housing crisis.</p> <p>The proposed budget for JOHS, totaling \$280.2 million, was presented by the chairs at the board meeting on Thursday. Internally, JOHS is currently working on gathering all the necessary documents. We anticipate providing more comprehensive details regarding the adopted budget early next week.</p>	
<p>CBAC discussion: guests speakers</p>	<p>No decisions made</p>	
<p>Break</p>		
<p>Update: review pending information requests (Housing Multnomah Now, Data Task Force, FY24 data)</p>	<p>A CBAC member requested follow up information regarding the data task force membership and participation.</p> <p>In regards to the facilitation and membership of the data task force is not handled by JOHS. Stacy Bork from the Chair's office acts as the facilitator and is responsible for providing information and guiding the next steps regarding membership and participation. The Chair's office oversees the domain of information and next steps. JOHS participated as a department, but it was not</p>	

	<p>solely responsible for facilitating the task force.</p> <p>A CBAC member states their understanding was that the data task force committee was to meet for 45 days and asked if the committee was still meeting.</p> <p>Due to no JOHS members present in the meeting were representatives of the data task force, JOHS will follow up separately to address the question.</p> <p>A CBAC member asks to bring awareness to changes that JOHS has made as a result of the data task force.</p> <p>Throughout the duration of the data task force's proceedings, JOHS has actively participated and incorporated the recommendations and information received into the data team's actions. In regards to the next steps, JOHS can arrange for a representative from the data manager and planning and evaluation manager to attend the meeting and discuss the implemented changes. It is important to note that the drive for change extends beyond the data task force, as there are various Homeless Management Information System (HMIS) initiatives involved. One outcome that has come from the data task force is JOHS will have a dashboard that is a part of their website which will be launched and which will include additional metrics per the recommendations that came from the data taskforce.</p>	
<p>CBAC discussion: recent media reports about JOHS (underspending, others)</p>	<p>What are the county's perspectives regarding the Board of Commissioners or the Mental Health Resource Center? Additionally, how frequently does the county conduct audits of providers, and what is the impact of these audits?</p> <p>JOHS staff cannot speak about 'auditing' practices in different County departments. JOHS conducts regular contract monitoring through JOHS contract managers to ensure compliance with contract terms, outputs and outcomes..</p> <p>JOHS has been actively collaborating with both Metro and the Chairs office to develop methods and strategies that encourage reporting on underspending. We maintain regular engagement and are working closely with our partners to address this issue and rectify the information accordingly.</p>	
<p>CBAC discussion: subcommittee creation</p>	<p>The Lived Experienced Community Advisory Committee and Equity Advisory Meeting have started the onboarding process June 2023.</p> <p>The Lived Experience Advisory Committee will hold their first</p>	

	<p>meeting in July.</p> <p>The Equity Advisory Committee will hold their first meeting in August.</p> <p>The recruitment for new CBAC members will span from July to August and conduct onboarding in October.</p> <p>The CBAC states if there are any available avenues for assistance the CBAC would like to participate in any efforts to support the recruitment process for additional CBAC members.</p>	
Review of adopted budget	<p>In preparation for the upcoming budget cycle, there will be a 9 to 12-month exploratory engagement period that will involve a comprehensive examination with other jurisdictions who involve community members in the budget process. This deep dive will aim to gather insights and perspectives. At the conclusion of this year-long exploratory and community engagement phase, recommendations and significant changes will be presented to the board for their consideration.</p> <p>The CBAC states that in order to enhance their expertise and knowledge for the upcoming budget cycle the committee has identified additional training and in depth information. The CBAC highlighted the concern regarding inadequate understanding of program effectiveness and overall view of the work and impact.</p>	
Future Meetings	<p>One of the CBAC members proposed reserving August 9th and September 13th for upcoming meetings. The Joint Office of Homeless Services (JOHS) will provide an update regarding their calendars. Additionally, the CBAC member suggested implementing an A or B meeting schedule, where A meetings are dedicated to informational purposes without decision-making, while B meetings are specifically designated for making decisions.</p> <p>The CBAC member recommended that information be shared in advance, with the option of JOHS staff providing recorded explanations for specific programs and requesting textual information.</p>	<p>Nicki Dardinger - 5, Dan Vogel - 5, Christine Hermann - 5, Nathan Williams - 5</p>
Next Steps	<p>The CBAC unanimously agrees to reach out to the absent CBAC member in regards to meeting schedule and will be pending approval to meeting schedule.</p>	
Comment from ZOOM Webinar Q & A	<p>No comments</p>	

OCI Update (shared with CBAC members prior to the June 14th meeting, and repeated below for context):

Thank you CBAC Members for engagement during this past budget cycle. The Chair and County Commissioners express their gratitude for the insight on the budget. They do acknowledge there are areas in the Budget Engagement that have opportunity to improve.

For JOHS- the Chair will be putting forth some updates to the Multnomah County Code that clarifies the scope of work for the CBACs and names the JOHS CBAC. CBAC Members will have an opportunity to provide feedback on any updates/language brought before the Board of County Commissioners.

Updates to the CBAC Process will take place in two phases:

- *Phase 1*- the Chair will direct OCI to work with Department Staff to bring clarity to the CBAC Process which includes clear scope of work, deliverables, volunteer trainings, and meeting procedures.
- *Phase 2*- the Chair will direct OCI and request the CIC to review the Budget Engagement Process as a whole to bring forth recommendations for updates for the 2024-25 Budget Cycle. This will look at the role of the CBACs, Central CBAC, Community Listening Sessions, Education Materials, and apply an Equity Lens to see who is participating.