



# Homeless Services Masterplan Subcommittee Agenda

## Community Development Building

51 Winburn Way

Note: Anyone wishing to speak at any Housing and Human Services Advisory Committee meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

**January 30, 2024**

## MINUTES

**I. CALL TO ORDER: 5:00 p.m.**

**II. WELCOME & INTRODUCTIONS: 5:00–5:15 p.m.**

- Homeless Services Masterplan Subcommittee can be abbreviated as HSMS.
- Subcommittee Members and support are: Staff member Linda **Reid**, Staff member Veronica **Allen**, Councilor Bob **Kaplan**, Councilor Dylan **Bloom**, Sergeant Rob **Leonard**, Alex **Reid**, Dennis **Slattery**, Avram **Sacks**, Echo **Fields**, Jan **Calvin**, Rich **Rohde**, Debbie **Niesewander**, Deb **Price**, Helena **Turner**, Ro **Henigson-Kann**, and Lawrence **VanEgdom**.
- Attendance: **Sgt. Leonard** was absent, all other members were in attendance; **Councilor Kaplan** via zoom departed at 6:30;

**III. NEW BUSINESS:**

**Agenda Item III.** Overview of Homeless Services Masterplan Subcommittee Goals and Housekeeping Discussion (5:15–6:30 p.m.).

- **Price** makes a motion to skip ahead to section C. election of officers and creation of executive team, Staff Member **Reid** recommends following agenda, motion fails.

**A. City Council Memo (5:15–5:20 p.m.).**

- **Councilor Bloom** suggests identifying the problem, scoping it, providing data, identifying resources, etc. (using SWOT) to make recommendations for the future.
- **Councilor Kaplan** via zoom provides further details about the City Council memo: lay out current resources, advise council where incremental money should be directed.
- Staff Member **Reid** provided suggestions of deliverables based on the Councilors guidance: SWOT analysis, map of community resources, identify gaps, and collect community input; HSMS will provide a March update to City Council and final deliverables in roughly June 2024

**B. Role Expectation Discussion (5:20–5:40 p.m.)**

- Staff Member **Reid** describes what the Executive Team would be responsible for: providing HSMS and staff support between meetings, keep the flow of the meeting going, provide guidance, prepare agendas, etc.
- Discussion on the roles, their titles, voting process/system.

**C. Election of Officers and Creation of Executive Team (5:40–6:30 p.m.)**

- **Price** suggests voting for the Chair, separately from the larger Housing Committee,



## Homeless Services Masterplan Subcommittee Agenda

**Rohde** suggests Echo should be chair, discussion ensues; **Slattery** comments in favor of the Chair having 2 people to provide needed assistance; **Rohde** suggests 1 chair and 2 vice chairs.

- **Slattery** motions for 1 Chair and 2 Vice Chairs, no discussion; circled back to motion and it passes with the amendment to includes **Calvin's** suggestion that the Executive Team is diverse, no 2 people from the same organization.
- Staff Member **Reid** provides food for thought on whether or not Housing Committee members will have voting power, **Rohde** thinks we should aim for consensus on voting.
- Discussion & explanation of using consensus process for voting (consensus minus 1 versus consensus minus 2)
- **Slattery** clarifies who has voting power, Housing Committee members discuss their comfort with voting in both the HSMS and Housing Committee, **Price** states that she would abstain in voting from one committee to maintain transparency.
- **Calvin** suggests determining the process and expectations before voting on members to fulfill roles, **Sacks** agrees and sees the HSMS as an extension of the Housing Committee
- **Reid** suggests testing the process by voting for chair and vice chair.
- **Slattery** makes a motion to elect **Fields** as chair with **Rohde** as a second, majority vote (9 to 1) in favor.
- **Reid** makes a motion and is seconded by **Price** to nominate **Calvin** for Vice Chair; vote passes unanimously, **Calvin** accepts.
- **Sacks** wants discussion of expectations of Chair and Vice Chair: includes memos, agendas, charting course and keeping group on track, timeline, staff support, etc.
- **VanEgdom** nominates **Slattery** who denies nomination.
- **Henigson-Kann** self-nominates.
- Comment from public reminding the HSMS why they are here; **Fields** noted that Public Forum was missed at beginning of the meeting.
- **Fields** starts a vote for **Fields** as Chair, and **Calvin** and **Henigson-Kann** as co vice-chairs; consensus passes the motion.
- **Slattery** motions to allow the Housing Committee members the ability to vote in the HSMS, can abstain at their discretion, motion passes without discussion or issue.
- Motion is started on using "Consensus Minus 2" process; passes.
- Staff Member **Reid** poses the question in regard to **Sgt. Leonard's** ability to vote in HSMS; the group determines that they will leave it up to the Sergeant.
- Meeting minutes should have dissenting parties/issues recorded for City Council's reference later

**Agenda Item IV.** Review of Other City's Masterplan Elements – move to next meeting.

**Agenda Item V.** Future Meetings (6:30–7:10 p.m.).

A. Cadence, Dates, Times, Needed Adjustments?

- Staff Member **Reid** will post materials from this meeting by the end of week.



## Homeless Services Masterplan Subcommittee Agenda

- **Fields** suggests site visits for HSMS members, **Neisewander** recommends Emergency Shelter, Night Lawn also suggested; Staff Member **Reid** states that Cass at OHRA will allow the group to hold a meeting OHRA's conference room; **Reid** will create contact list for the group.
  - **Slattery** states that he has OHRA Board Meetings on the 4<sup>th</sup> Tuesday of the month, will be gone on February 20<sup>th</sup> for the OHRA meeting and out of town after that.
  - Staff Member **Reid** and **Fields** remind the group of Public Meeting Law, all information to be shared with group needs to go through Staff Member **Reid** for distribution; no quorum (5+) allowed on outside discussions.
  - Discussion for meeting times moving forward: 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month, **Turner** suggests moving the time from 5:00-7:00 PM to 5:30-7:30 PM due to work conflicts; group reach consensus on revised meeting time.
- B. Agenda Items for Next Meeting
- **Slattery** brought information on AllCare to be discussed at the next meeting.
  - **Councilor Bloom** makes a motion to move agenda item **IV. Review of Other City's Masterplan Elements** to the next meeting for discussion and more reading time; motion passed unanimously.
  - **Neisewander** suggests discussion of the night lawn.
  - **Sacks** suggests having an update on current resources and issues at each meeting (similar to Jackson County's Task Force)
- C. Resource Needs for Next Meeting
- Executive Team to build agenda and compile resources for review.
  - Staff Member **Reid** to create a contact list for the group.
  - **Councilor Bloom** suggests that the Executive Group sets and creates the agendas, but that the whole HSMS group brainstorms ideas at end of each meeting.

### IV. ADJOURNMENT: 7:02 p.m.

### **Next Meeting Date: February 13<sup>th</sup>, 2024, from 5:30-7:30 PM**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email [linda.reid@ashland.or.us](mailto:linda.reid@ashland.or.us). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1).