Siskiyou Room, Community Development and Engineering Building, 51 Winburn Way Wednesday April 24, 2024 * 5:30 – 7:30 p.m.

AGFNDA

CALL TO ORDER: 5:30 p.m., Meeting held in person (no Zoom option this time)

- 1. Welcome & Agenda Review (5:30-5:35 p.m.)
- 2. Public Forum and Announcements (5:35-5:40 p.m.)

Up to 5 minutes allotted for public comment.

- 3. Approval of Minutes (5:40-5:45 p.m.)
- 4. Work/Product Updates via Draft Outline for Report (5:45-6:45 p.m.)

Where we are now, what's left to do, and by when

a. Introduction

Plan to use some of the information already written

b. The Players

Plan to use information from staff presentation

c. Money Map

Review example and provide input for staff to complete (action item)

d. Data

Intent, progress, and additional thoughts

e. Services Inventory

Status of what's been collected, needs to be compiled, and plans for SWOT. Reflections on the experience. (action item)

f. Community Perspectives

Final questionnaires, outreach methods, and suggestions (action item)

- Business
- Education
- People Experiencing Homelessness
- Front-line Staff
- General Population
- g. Regional Coordination

What exists and plans for completing SWOT

- h. Conclusions
- i. Appendices
- 5. Overall Reflections on Draft Report (6:45-7:00 p.m.)





Homeless Services Masterplan Subcommittee **Meeting Agenda**

6. Council Liaisons (7:00-7:15 p.m.)

- a. Latest City Actions
- b. Communication updates to members of City Council

7. Debrief (7:15-7:30 p.m.)

- a. Subcommittee Members' Survey Results
- b. Agenda Items for Next Time

8. ADJOURNMENT: 7:30 PM

Next Meeting Dates: Tuesday, May 14 and Wednesday, May 22

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. 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).





Homeless Services Masterplan Subcommittee **Meeting Agenda**

Timeline (revised 4/4/24)

Date	Meeting	Topics	Follow-up Tasks
2/28	Subcommittee	Understanding the players addressing	
		homelessness	
		Subcommittee Approach, Tasks, and	Share with HHSAC and
		Timeline	City Council
		Assignments to complete Service Inventory	Gather information
		Communications with HHSAC and City	Provide written
		Council	materials
	HHSAC	Subcommittee Approach, Tasks, and	
		Timeline	
	City Council	Subcommittee Approach, Tasks, and	
		Timeline	
3/12	Subcommittee	The Responsibilities of a Continuum of Care	Gather additional
		(CoC)	information
		Final preparations for Program/Service	Gather information
		Inventory work	
3/27	Subcommittee	Updates on Program/Services Inventory	Continue to gather
		and data gathering	information
		Determine which subpopulations to	
		engage in providing community	
		perspectives and who will engage each	
		population	
		Develop engagement plans for each	
		subpopulation	
		Communications with HHSAC and City	Provide written
		Council	materials
3/28	HHSAC	Community Engagement plans	
4/1	City Council	Community Engagement plans	
4/9	Subcommittee	Finalize questions/tools for each	Prepare tools. Set up
		subpopulation	mechanisms, promote
			opportunities
		Review progress on Services Inventory	Confirm deadline 4/12





Homeless Services Masterplan Subcommittee **Meeting Agenda**

Date	Meeting	Topics	Follow-up Tasks
		Review CoC information; discuss strengths, weaknesses, and potential opportunities	Collect any additional information
4/24	Subcommittee	Review Services Inventory and identify barriers to accessing services Data presentation – part 1	Prepare for SWOT
,		Update on Community Input process	Confirm deadline 5/7
5/14	Subcommittee	Review public input; identify themes Data presentation – part 2	Prepare summary
5/22	Subcommittee	Services Inventory SWOT Analysis Review summary of Community Input; affirm community perspectives, themes, and priorities	
6/11	Subcommittee	Review draft report, including framework for money map. Suggest revisions. Discuss format for reporting to HHSAC and City Council	Finalize report Prepare for reporting to HHSAC and Council
6/26	Subcommittee	Review final report Confirm plans for reporting to HHSAC and City Council	Final adjustments Final preparations
tba	HHSAC	Subcommittee Report	
tba	City Council	Subcommittee Report	





	Homeless Services Masterplan Subcommittee Meeting Agenda Updated Timeline																
	PROGRESS->																
Component	Information	Who	28-Feb	HHSAC	3/5 City Council	12-Mar	27-Mar	3/28 HHSAC	4/1 City Council	9-Apr	24-Apr	14-May	22-May	11-Jun	26-Jun	TBA HHSAC	TBA Council
The Players Addressing Homelessness	Name, purpose (role or mission statement), major functions, type of governing body or authority, geographic area served (city or cities, county or counties, state, nation)	Staff	PRESENTATION: The Players Addressing Homelessness														
The Responsibilities of a Continuum of Care (CoC)	s Organization Planning Coordinated Entry System Homeless Management Information System Reports to HUD Project Monitoring Local Funding Competition Annual Consolidated Plan Informing Local Jurisdictions	CoC				PRESENTATION & DISCUSSION: Responsibilities of a CoC DISCUSSION: Identify info. to gather about OR-502				REVIEW & SWOT ANALYSIS of the Local CoC							
Services Inventory	Homeless Services Matrix - Information about programs/services addressing homelessness in or affecting Ashland Other (non-homeless) Services Matrix Barriers to Accessing Services	4 people 5 people 3 people Staff All	assign SO/SSO assign ES/TH assign PH				Update on Service Inventory progress			Update on Service Inventory progress (due by 4/12)	PRESENTATION: Services Inventory DISCUSSION: Barriers to Accessing Services		SWOT ANALISIS of Services Inventory				
Data about People and Programs	HMIS Data School McKinney-Vento Data Jackson Co. Housing Authority First Responders Emergency Departments Affordable Housing Inventory	Jan Staff Staff Echo Echo					Update on data collection progress			Update on data collection progress	PRESENTATION: Data (part 1)	PRESENTATION: Data (part 2)	ANALYSIS: Data				
Outline for Money Map	Government Funding - Sources, purpose, and most current allocation Major Program Budgets - Annual budget by source (government, foundations,	Staff TBA												PRESENTATION: Draft Money Map			
Community Perspectives	See list of various populations in Approach, Tasks, and Timelines document	Group Members					Decide on populations, who will do outreach, and how to reach each pop.			Finalize community outreach plans, communications, and survey tools	Update on community input progress	Review public input highlights	PRESENTATION & DISCUSSION: Community input / findings				
Communications with HHSAC and City Council	Plan communications with the Health & Human Services Advisory Commission and City Council	All	Decide content and format for reporting to HHSAC and City Council	Provide HHSAC w/ HMPS Approach, Tasks & Timeline	3/5 - Provide Council w/ HMPS Approach, Tasks & Timeline		Decide content and format for reporting to HHSAC and City Council	3/28 - Share plans for community outreach with HHSAC	4/1 - Study Session - Share plans for community outreach with City Council					Review draft report. Suggest revisions. Discuss format for reporting to HHSAC and City Council	Review final report and plans for sharing with HHSAC and City Council	Share final report with HHSAC	Share final report with City Council

Last updated 4/4/24





Community Development Building 51 Winburn Way

April 9, 2024

DRAFT MINUTES

CALL TO ORDER: 5:31 p.m.

- I. WELCOME & AGENDA REVIEW: 5:31-5:35 p.m.
 - Attendance: All members were in attendance except for: Leonard and Neisewander
 - Fields goes over the Agenda

II. PUBLIC FORUM & ANNOUNCEMENTS: 5:35–5:37 p.m.

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.

- No speakers for public forum present; comments from Dennis Kendig were circulated prior to the meeting
- Rohde has an announcement: Johnson v. Grants Pass on Earth Day & rallies to be held
- Fields recommends SCOTUS blog for live updates

III. DEBRIEF FROM CITY COUNCIL STUDY SESSION: 5:37-5:53 p.m.

- **Slattery** shares that the subcommittee members did a good job presenting but is worried about completing all the HSMS tasks in the timeframe given; states that council sounded like they want recommendations, but don't know what format that would be in
- **Bloom** might like to see recommendation in the form of rankings (ie. services) by the community and HSMS members; **Kaplan** didn't get the sense of the "silver bullet" and thought that people saw the timeline as realistic but is also aware of its limits & anticipates hearing information through the SWOT analysis lens; **Slattery** agrees
- Price would have liked to have seen more HSMS members in the audience to show
 diversity to the council; heard council wants "something" to take action on; Staff member
 Reid says she hopes we can capture the difficulties of the complex issues, diverse
 population, etc. that are included & distill into a product; process IS an action
- Slattery recommends mayor/council talk to HSMS and/or sit in on meetings, with Kaplan and Bloom in the meetings, only 1 additional council member could be present to avoid a quorum; Calvin is adamantly opposed to council/mayor being in the meetings as it could jeopardize the process, Price and Slattery disagree with Calvin as the councilors would be there to listen, not advise/direct; Henigson-Kann questions what the benefit would be, Price says to show appreciation for the process, Slattery states that it would allow the council members to observe the process, both agree with what staff member Reid said; Allen suggests a middle ground that council can watch the previously recorded meetings
- Fields suggests emailing staff member Reid by Friday with your thoughts on the matter





IV. COMMENTS FROM COUNCIL LIAISONS: 5:53-6:02 p.m.

- Council liaisons update HSMS that an ad-hoc committee for 2200 Ashland has been created and applications are available on the city website; the suggested council liaisons are Gina DuQuenne and Bob Kaplan; Price if council does not see the HSMS meetings then no value to operating in a vacuum, will ad hoc be parallel to HSMS? What will its composition be?; Kaplan council will decide members from applicants, Price feels that there would be a dropped ball if the 2 committees did not have member overlap; Kaplan says it is not ideal timing, should have been done a year ago, Bloom agrees
- **Bloom** talks about how he and the mayor were on JPR April 2nd
- **Fields** states that there is pressure being applied from the state level to do things quickly; discusses a misunderstanding regarding the ad hoc committee online in regards to admission to the committee (ie. must be invited, which is not true); date posted in council communications for decision was from the original meeting not the most recent one
- **Reid** questioned if the composition of HSMS was not the "correct" composition to have been used for the ad hoc committee and if the HSMS work should be part of the masterplan, **Bloom** states that there were variables at play that would have been a distraction to the original charge of the HSMS and other concerns about not getting to it

V. APPROVAL OF MINUTES: 6:02-6:05 p.m.

• Approval of previous meeting minutes as proposed; minutes were detailed which is good!

VI. <u>SERVICE INVENTORY UPDATE:</u> 6:05-6:07 p.m.

service inventories need to be in by April 12th; staff member **Reid** to send some
available ones to **Bachman**, and says that we have received at least half of the
inventory back so far, would like to have inventories for ACCESS, Maslow, Rogue
Retreat, Hearts with a Mission, etc. to fill in some of the still existing gaps

VII. REVIEW REVISED TIMELINE: 6:07-6:20 p.m.

- Packets that were at the meeting were not the correct version, the correct/updated version was emailed out ahead of the meeting; Review of the revised timeline by Calvin and asks for feedback on timeline, swapping items around, etc.
- Calvin will compile the inventories once completed; Surveys will be finished up, sent to staff, and then posted online; VanEgdom asks if we should limit the number turned in for Calvin to compile, Calvin says that the time is the limiter
- Fields asks if Allen is able to post surveys on the city website
- **Reid** adds that there would not be enough time for the street nurses to be able to get the information back to HSMS in time
- Audience member Dennis Kendig interjects that the HSMS is run by the Executive Group
 and other voices are secondary; claims ad hoc committee will be even worse and then
 leaves the meeting abruptly; VanEgdom tries to keep the meeting from being derailed
- **Slattery** wants clarification on what we are discussing at this moment, **Fields** clarifies we are talking about the timeline; **Fields** says that if no one is concerned about the timeline, then we can continue on as proposed without extra discussion, **Slattery** checks in on this, but then the group moves on without opposition; timeline is still on track for June





completion as is; VanEgdom wants clarification for the agenda item coloring

• **Slattery** does not like having the Housing and Human Services Committee referred to as the "parent" committee because it infantilizes the HSMS members

VIII. REVIEW AND SWOT ANALYSIS OF THE COC: 6:20-7:45 p.m.

- Calvin explains instructions (brainstorm what is the ideal for the COC and what could we
 do different/better) for the break-out groups and numbers everyone off; Turner questions
 why we are critiquing the COC and if it would address the issue
- Rohde wants clarification around evaluating the COC in Ashland vs the county, but is
 wanting to focus on the city/local resources, Calvin explains the interdependency of the
 COC (at the county level) and Ashland; Staff member Reid suggests that critiquing the
 COC would highlight the strengths, gaps, and weaknesses that we could work from;
 Rohde thought that the COC funded the projects from federal money, but Reid clarifies
 that their role is more than that and mostly data-collection
- Slattery suggests simplifying and questions why we are doing this critiquing at this time;
 Turner agrees and says that the COC is too up in the clouds to do a SWOT analysis on it,
 wants to get out there and start doing the surveying of the population;
 Slattery worried about time and mismanagement of it
- Staff member Reid suggests that we need to look more regionally and less insularly;
 Slattery, Turner, and Price express opposition to not starting regionally originally
- **Henigson-Kann** moves to move on, states ACCESS has funding on a regional level that is used in Ashland; **Slattery** states that OHRA does it more than ACCESS in Ashland
- **Kaplan** states that there was a violent reaction to personality of the COC more than a concept of the regional context, offers the group to think about the categories outside of the COC context and find what the categories mean in that context
- Sacks states that there was a shock to the system by the timeline being change & he is
 too overwhelmed with the previous tasks (inventory and surveys) to take on new tasks;
 Fields points out this can be used for the SWOT analysis to include in final report
- 6:45 Staff member **Reid** suggests that the group be given time to work on previous tasks; instead of working in the new break-out groups for the new task, members then break into their groups from the previous tasks to work together; those not in task groups (**Kaplan**, staff member **Reid**, and **Calvin**) will work on the new task that was assigned

IX. FINALIZING COMMUNITY OUTREACH PLANS AND COMMUNICATIONS:

• This item was not discussed due to refocusing efforts

X. DEBRIEF:

No debrief

XI. <u>ADJOURNMENT:</u> 7:45 p.m.

Members had been flowing out of the meeting shortly after breaking into small groups

Next Meeting Dates: Wednesday, April 24th 5:30-7:30 PM

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Memo

DATE: April 24, 2024

TO: Homeless Services Masterplan Subcommittee

FROM: Linda Reid, Housing Program Manager

DEPT: Planning

RE: Debrief Process Review

I am attaching a few materials for your review and guidance in going over this agenda item.

Service Provider Inventory

We have information on 32 out of 77 homeless service programs. We had listed 82 programs, but five programs were not really "homeless services."

Service Type	Completed	Total
Support services	10	19
Street Outreach	2	4
Day center	2	4
Safe Parking	2	2
Emergency Shelter	9	19
Transitional Housing	2	8
Rapid Rehousing	1	8
Permanent Supportive Housing	3	6
Host Home Program	0	2
Eviction Prevention	2	2

Here's what we have by location:

Ashland	Medford	Jx. Co.	Unknown	Total
26	34	8	9	77
15	10	5	0	30

Planning Department

 20 East Main Street
 Tel: 541.488.5300

 Ashland, Oregon 97520
 Fax: 541.552.2059

 ashland.or.us
 TTY: 800.735.2900





Memo

Community Outreach

Business Community Survey

https://www.surveymonkey.com/r/AshlandBusinesses24

<u>Homeless Services Front Line Staff Survey</u>

Homeless Services Front-line Staff Survey

General Public Survey

https://www.surveymonkey.com/r/AshlandHomeless24

Survey of people with lived experience of homelessness

Trial survey questions can be found at the following link:

<u>Qualtrics Survey | Qualtrics Experience Management</u>

Educators-TBD

Data

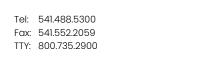
Attached please find the Affordable Housing Map

Regional Collaboration

Attached please find the preliminary draft analysis of the Regional Collaboration on homelessness.



20 East Main Street Ashland, Oregon 97520 ashland.or.us





Preliminary Outline of the Subcommittee Report (for review 4/24)

Table of Contents	Status	Remaining Tasks		
Introduction The Charge HHSC Process to Appoint Subcommittee Members Subcommittee Members, Council Liaisons, Staff The Approach Timeline	Most of this is written in other documents (e.g., Council Study Session memo, Subcommittee Approach document).	Staff will compile into report format.		
1. The Players Addressing Homelessness a. Federal b. State c. Regional (Countywide) d. Nearby Ashland (Medford, Talent, Phoenix, Jacksonville) e. Ashland f. Put details/references in the appendices	Linda has already compiled this information (in the PowerPoint presented to the Subcommittee).	Linda will put this into report format and package details for the appendices.		
2. Money Map a. Government funding streams b. Foundations c. Community funding d. Findings and Opportunities e. Put details in the appendices	Have an example.	Linda will review at 4/24 meeting and get input from Subcommittee members, then complete this for the report.		
 3. Services Inventory a. Definition of Types of Homeless Services b. Tally of Types and Locations (City) c. Housing Inventory Count (by City) d. Affordable Housing (by City) e. Findings and Opportunities f. A Note About Mainstream Services g. Put details of homeless services inventory and the list of mainstream services in the appendices 	Avram, Alex, Bob, Debbie, Echo, Helena, Lawrence, and Rich were able to interview more than half of the programs/services. Jan put information on the 30 that were completed by 4/12 in an Excel spreadsheet.	Jan will add the remaining information to the spreadsheet. 5/14 Subcommittee will review all information, and analyze the Strengths, Weaknesses, Opportunities, and Threats. Compile Subcommittee analysis for draft report.		

4. Data about People and Programs a. What aspects of the Service Inventory belong here, if any? b. A Note About Data Sources (HMIS, DV providers, McKinney Vento school data, first responders, emergency department, eviction court, etc.) c. Emergency Department d. First Responders (Fire/Police) e. Evictions f. The Populations Experiencing Homelessness g. Needs Identified through Coordinated Entry Assessments h. Needs Met though Current Services (entry/exits, HMID by program type, exits to PD/PH, etc.) i. Findings and Opportunities j. Put details in the appendices 5. Community Perspectives a. Business (Dennis, Deb, Lawrence) b. Education (Ro, Lawrence) c. People Experiencing Homelessness (Alex, Helena) d. Front-line Staff/Volunteers (Debbie, Jan, Linda, Bob) e. General Public (Echo, Jan, Rich) f. Findings and Opportunities g. Put details in the appendices	Some data has been collected (e.g., Affordable Housing Sites, Housing Inventory Count, School data, PIT Count) Questionnaires for all five populations have been finalized, along with plans, connections, methods for getting the word out and collecting community input.	The Subcommittee will determine what aspects of the Services Inventory belong in this section. Echo, Jan, Ro, and Linda will finish collecting data and share it with the Subcommittee. 5/22 Subcommittee will identify the most significant data findings. Compile Subcommittee findings and opportunities for draft report. Teams collect community input by 5/7/24. Teams compile and summarize community input by sector by 5/15/24 5/22 Subcommittee review of sector information to identify
6. Regional Coordination a. Needs Assessment / Gaps Analysis b. Community Planning c. Coordinated Entry System d. Housing Management Information System e. Data Reporting f. Program Monitoring g. Findings and Opportunities h. Put details in the appendices	Information about regional coordination through the Homeless Task Force and Jackson County CoC is known. Linda and Bob have done a preliminary SWOT analysis on the CoC.	findings and develop opportunities. Linda, Bob, and Jan will expand on the preliminary SWOT analysis and develop findings and opportunities for Subcommittee review. 6/11 Subcommittee review of findings and opportunities related to regional coordination.

7. Subcommittee Conclusions a. The Process b. The Product c. Findings and Opportunities	6/11 Subcommittee to develop conclusions around the process, the product(s), findings, and opportunities.
Appendices The Players / References CoC Information Service Inventory Details Data Details Funding Details Survey Tools / Methodology Details	Appendices to be generated as part of completing each section. 6/26 Subcommittee to do a final review of report and appendices.

Building the Report								
April 24 mtg.	May 14 mtg.	May 22 mtg.	June 11 mtg.	June 26 mtg.				
Provide input on	Review all Services	Review data and	Review draft report.	Review final report.				
Money Map.	Inventory information,	identify the most						
	and analyze the	significant findings.	Develop additional					
Reflections on	Strengths,		conclusions around					
conducting Service	Weaknesses,	Review community	the process, the					
Inventory.	Opportunities, and	input by sector to	product(s), findings,					
	Threats.	identify findings and	and opportunities.					
		opportunities.						

ASSESSING REGIONAL COORDINATION (DRAFT)

STRENGTHS

- Regional Organization/Provider Commitment to CoC Process
- Strong Community Support for the Work of the CoC
- CoC is Institutionalized in the Community in the form of the Homeless Task Force
- Additional short-term funding from the State to support the administration of the CoC.
- Recent re-organization is helping to address shortfalls in the system.
- Some political support for the CoC
- Has the potential for good data collection and outcome reporting.
- Increase in shelter beds.
- Increase in funding to support moving people out of homelessness.

WEAKNESS

- Data Collections Systems are deficient.
- Coordinated Entry system is not being utilized.
- HMIS is underutilized/Data quality is not monitored or maintained.
- Lacking Outcome reporting/program efficacy/longitudinal tracking of populations served.
- Lacking shelter bed availability tracking.
- Service Coordination is lacking.
- Lack of Service Provider Capacity
- Little to no accountability of service providers/activities or grant funds.
- Very few service providers to minority and special populations.

OPPORTUNITIES

THREATS

- Expectations for what regional collaboration should look like is not well defined.
- Few natural incentives for service coordination due to competition among service providers competing for the same limited resources to undertake similar activities.
- The CoC lacks a strategic plan to guide funding and intervention strategies.
- Lack of community education about what the CoC should be and what it should be doing.
- Need data to drive strategic planning process.
- Lacking strong a convener
- Need capacity building resources for small organizations serving special populations.
- Need better geographic distribution of services.
- Little to no accountability of funded activities

