

**December 14, 2023: 4:00 – 7:00pm**  
**Annual Goal Setting Retreat-Gresham Room, Ashland Public Library**

1. (4:00) **Public Forum (HHSAC goals only)**(10 min)
2. (4:10) **Grant Schedule for Next Year**(15 min)  
Linda Reid, Housing Program Manager
3. (4:25) **Review and Discuss Goals from 2022 and 2023** (20 minutes)  
Linda Reid, Housing Program Manager
4. (4:45) **Brainstorm and Refine Goals for 2024** (20 min)
5. (5:05) **Break-Dot Excercise** (30 min)
6. (5:35) **Goal Prioritization Discussion** (25 min)
7. (5:55) **Brief Update on other HHSC related items** (15 min)
8. (6:10) **Homeless Services Master Plan Subcommittee-a Brief Update** (15 min)  
Echo Fields, Committee Chair and Linda Reid, Housing Program Specialist
9. (6:20) **Wrap up and Adjournment**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development office at 541-488-5305 (TTY phone is 1-800-735-2900). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the



# Housing and Human Services Commission Memo

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TITLE: Grant Update and Meeting Schedule Discussion  
 DEPT: Community Development  
 DATE: December 14, 2023  
 SUBMITTED BY: Linda Reid, Housing Program Specialist

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Below is a spreadsheet that outlines the various timelines for CDBG, Social Service and Affordable Housing Trust Fund Grants for the 2024 grant year as well as other required commission business.

MONTH	H&HS MEETING	CDBG	AHTF	Social Service Grant
<b>Jan.</b>	Goal Review and Adoption Consolidated Plan Schedule Review	RFP Issued-first week of January	RFP Issued-second week of January	RFP Issued-second week of December. Proposals Due Jan. 31
<b>Feb.</b>	Regular meeting (receive CDBG, HTF and SS apps for review). Make Recommendations on SS Grant Apps	RFP Due- February 1 <sup>th</sup>	Proposals Due February 28th	HHSAC-Receive SS grant apps for review and Feb. 22- recommendations
<b>Mar.</b>	CDBG and HTF App. Review and Recommendation	March 28 <sup>th</sup> -Public Hearing/Recommendations	March 28 <sup>th</sup> -Review and Make Recommendations	March 19 <sup>th</sup> -City Council Review and Final Grant Award
<b>Apr.</b>	Consolidated Plan Process Check-in, HSMP Subcommittee Update	April 21 <sup>st</sup> Council review and final allocation/Annual Action Plan Public Notice	April 21- Review and final allocation by Council	SS Grant Award Contracts
<b>May</b>	May 28 <sup>th</sup> -Annual Action Plan Public Hearing/Approval	May 28 <sup>th</sup> -Annual Action Plan Public Hearing/Approval		
<b>June</b>	HSMP Subcommittee Recommendations to Council			

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<b>July</b>	Consolidated Plan Public Engagement Event	CDBG Contracts	AHTF Contracts	
<b>Sept.</b>	Review and Approval of the CDBG CAPER			
<b>Oct.</b>	Review of Consolidated Plan Public Engagement input	First Quarter Reporting Due		Mid Cycle Reporting Due
<b>Nov.</b>	Annual Rent Burden Event			
<b>Dec.</b>	Annual Presentation to the Council, Goal Setting Retreat			



# Memo

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DATE: December 14, 2023  
TO: Housing and Human Services Advisory Committee  
FROM: Linda Reid, Housing Program Manager  
DEPT: Planning  
RE: December Goal Setting

Last year the Housing and Human Services Commission held their annual goal setting retreat on December 15<sup>th</sup>, 2022, at the Ashland Hills Inn and Suites. At that time, the following goals were established:

## 2023 Goals for the Housing and Human Services Committee

- Workforce and Affordable Housing
- Housing Production Strategy Education Events/Affordable Housing Education Events/ Partner with SERJ on Fair Housing and Equity, Diversity, and Inclusion trainings and translation of City of Ashland information and handouts
- Encourage collaboration and communication for emergency shelter participate in planning and coordination.
- Construction Excise Tax
- Explore impacts and opportunities for the development of more Manufactured Home parks (barriers and inducements) and manufactured home park ownership.

## 2022 Goals for Housing and Human Services Commission

### Planning Department

20 East Main Street  
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Tel: 541.488.5300  
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TTY: 800.735.2900



# Memo

- Emergency Shelter,
  - Move the Severe Weather Shelter recommendations/resolution forward to adoption.
  - Establish a location for emergency shelter.
  - Establish a coordinator for shelter-dedicated funding.
  - Build Cooperation and systems of communication at both the executive and operational levels.
  
- Workforce Housing:
  - Ask Brandon to educate the Commission on the UBG expansion process.
  - Promote capacity building and encourage new workforce housing partnerships.
  - Work with SOU on potential housing opportunities on identified surplus properties.
  - Increase capacity for more mobile home parks

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- Barrier Removal/to promote infill housing and group housing options
- Food Resources: (lower priority)
  - Address the need for a commercial kitchen in Ashland

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