



# Portland Housing Bureau

**Portland Housing Advisory Commission**  
**Tuesday, November 5, 2013**  
 3:00 p.m. – 5:00 p.m.  
 Portland Housing Bureau  
 421 SW 6<sup>th</sup> Ave, Ste 500  
 Portland, OR 97204

- ✓ = PHAC public member action item
- ▶ = PHB staff member action item

## Meeting Minutes

**Members Present:** Marc Jolin, Carter MacNichol, Rey España, Colin Rowan, Deborah Imse, Elisa Harrigan, Carmen Rubio, Andrew Colas and Sarah Zahn.

**Members Excused:** Jesse Beason , and Christine Lau.

**Staff Present:** Traci Manning, Daniel Ledezma, Carlos Windham, Dory Van Bockel, David DiMatteo, Kim McCarty, Jaymee Cuti, Paul and David Sheern.

Agenda Item	Discussion Highlights	Outcomes / Next Steps
<b>Welcome &amp; Review Meeting Purpose</b>	Marc Jolin did introductions and welcomed everyone to the November PHAC meeting. PHAC members reviewed and approved October minutes.	✓ Approved
<b>Consolidated Plan Amendment</b>	<p>This time, draft materials have been included. This is not an approval body process, this will provide background. Both processes, one for HUD one of PHB's regular. The Consolidated Plan went out for 2.4 Million. 2.65 is the new number which is in the tolerances of overages. The attached HUD document will be heard back from on Nov 8.</p> <p>Carter asked what other projects we've used Section 108 housing and wanted to know why a commercial project.</p> <p>Traci explained the purpose of using Section 108 needing to go out as amortizing debt to meet Federal requirements, and the on-going partnership with Hacienda.</p> <p>Colin asked about Jan 9 deadline. The deadline will pull 850,000 equity into the project. We</p>	

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	<p>won't close by that date, but will make a commitment which will work well for our lenders. Traci clarifies that the hearing is necessary, but that there is no approval required by the committee at this time.</p> <p>Based on Carter's questions about the intentionality of the placement of funds, Traci explained the relationship with Hacienda and the need to get the money out within the timeframe allowed.</p> <p>Marc asked about the total 108: \$15million, of which 7 or 8 has gone out.</p> <p>Marc opened it up for public testimony, none was given. From here it goes thought the channels prior to going to The Commissioner.</p> <p>Marc asked for approval of mins from last meeting. Andrew Colas asked about how we keep Equity in focus based on Rey's comments at the last meeting. Suggests verbiage that articulates that we will follow up and check up on progress and projects. Rey followed up and brought forth again his concerns that we move forward proactively to ensure our demonstrated commitment to equity.</p> <p>Elisa motioned to approve mins, Rey seconded, Unanimous</p>	
<b>Public Testimony</b>	Bobby Weinstock, NW Pilot Project – invited committee to attend a talk by Susan Emmons on ending homelessness Nov 17 <sup>th</sup>	
<b>BMP</b> <ul style="list-style-type: none"> <li>• <b>\$1.7M Update</b></li> </ul>	<p>Traci gave background into BMP and explaining the process that has led to the surplus in Portland's general fund. Saltzman has written a memo to the Mayor asking for the 1.7 to mitigate homelessness. This is a onetime request, city general funds.</p> <p>Marc talked about how this relates to Home Forward and Multnomah County. The idea being bringing a group of people around the table to think about what the call for A Home For Everyone is being asked to do. The frame is, again, equity focused in its prioritization of the most vulnerable and at risk populations: women, children, families, communities of color.</p> <p>The priorities which evolved from the conversation are: 1) Invest in homeless families \$700T 2) The other M, still in debate, is focused in individuals and couples with priorities on</p>	

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	<p>women, POC, DV and mental health.</p> <p>This goes to Council on the 13<sup>th</sup> during the City’s BMP hearing.</p> <p>Elisa asked if as the money becomes ongoing, how can we build capacity with communities of color. Traci lets it be known that this money needs to go out to groups with contracts to get the money out the door.</p> <p>Carmen shared her concern that doing the same thing, in terms of investments, will get us the same results. Contracts need to be brought in for agencies and communities not currently in group of existing contractors. Carmen: as we subcontract, we want to try to bring on community backed and supported contractors who have been a benefit to the larger community.</p> <p>Rey, asks about what the desired outcomes for the funds are, beyond getting the money out quickly.</p> <p>Daniel, answers that anytime we’ve been given a push about deal with the homeless, and the need to house folks short term. Building more shelter space just creates more shelter, not necessarily getting families and different priority population groups into housing.</p>	
<p><b>Strategic Plan Update</b></p>	<p>Daniel provides update on staff process. We’re doing an update that captures potential outcomes, and measurables against aspirational goals. We’ve looked at what we’ve done to date in the Strategic Plan Report, and we began to look at Market Data.</p> <p>34,000 low income renters, fewer than 8,000 avail units, and opportunity maps are good examples of this market driven data. The shortage in housing units estimate that we’ll need up to another 7,000 units. The next challenge is affordability. The real challenge is in affordability.</p> <p>The census chart included in the Strategic Plan is mandated. Traci acknowledges that we have a vast shortage of housing avail from 0-30%, 40-60 % units are filled with folks who cannot afford the housing they’ve got. All that to say, the data is not entirely desirable.</p> <p>Daniel also presented the staff survey. 49 staff members replied. Close to 100% participation.</p>	<p><b>PHB staff will provide the draft updated strategic plan at the December PHAC meeting.</b></p>

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	<p>In process now: The staff group is developing revised goals, and there will be an all-staff retreat in which we will refine further so that we can bring you clearer goals for December meeting. You should expect more detail in terms of unit number, homeless numbers decrease, etc.</p> <p>Andrew commented that he 'd like to break MWSB broken up so that there is more clarity in terms of the impact of dollars in the private sector. If we can get this every quarter it would be greatly helpful.</p> <p>Sarah- How is strategic plan going to impact or inform NOFA process and to what degree?</p> <p>Daniel – The plan will continue to capture what we're doing and accomplishing. The plan should dove-tail well into NOFA and they should mutually reinforce each other.</p>	
<p><b>2014-15 Budget Process</b></p>	<p>Traci reviews the process around City General Fund. A stabilization budget has been put forward. Council is not asking for cuts, and is look fwd to providing the process for add requests</p> <p>Part two is our Federal Budget. Pretty problematic to us, but we don't know what Congress is going to do with sequestration. We spend a year behind the feds and so we don't know what that means for us. Last year we projected a 10% cut that BHP no longer has to take. Most likely, we will have to anticipate some kind of Federal Cut.</p> <p>We may have enough cushion to avoid cuts in ongoing, but we really don't know. We will learn more, and we'll let you know. If you understand Congress or can outguess them, let Traci know immediately.</p> <p>Marc motions that committee wait to discuss convening a sub-committee until Dec. Approved.</p> <p>Daniel – shared upcoming dates for Public Involvement Schedule.</p> <p>Daniel reviewed the guiding principles and the equity lens and how they'll fit into moving forward the budget process, and using input to how we improve on this work. Given all of this, Daniel asked whether this works as a guiding document.</p>	<p><b>Daniel will send out the FY 2012-13 Budget Equity Lens to the PHAC and ask for feedback for this year's process.</b></p>

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	<p>Rey – as a goal this year, tie budget recs to performance on equity outcomes. This should be shared with the committee. Wants to know what “stabilization” means so that we can incentivize for performers, and budget recs downward to those unable to meet equity goals, as a baseline.</p> <p>Marc – interested in how we’ll track performance and making budget adjustments based on that. Are we in a position to be concrete about the equity work?</p> <p>Paul – I recall that we thought by year 3 we’d be looking at meaningful funding decisions. I’m curious, have we formally made statements about what we’d be doing as we move forward and how we discuss the process of incentives and rewards systems on issues of equity.</p> <p>Elisa – We need to be clear with contractors in terms of any punitive measures we put into place, and in what timeline. We need to be really transparent, because quarter by quarter is a fast turnover for instituting operational changes. This may be an opportunity to return to the practice of piloting since we’re not in cutting as much right now. Also, partnering culturally specific groups with mainstream partners. Can we also put together some packages for add money.</p> <p>Marc – if there are opportunities for additional investment, we ask the priority go to culturally spec providers... maybe. Can we?</p> <p>Traci – I like the phrase “Impact Equity”</p> <p>Daniel– I would like to ask folks to read through the Equity Lens that you’ve been provided. Please look at the questions and the data points we used to see if we’re hitting the target on equity.</p> <p>Mike –High Level URA presentation via paper in lieu of power point presentation due to time constraint. Bottom line is that aside from the Fed dollars, we’re pretty stable for the next 5yrs.</p> <p>Marc – we’ll be talking budget and strategic plan in Dec</p>	
<b>For the Good of the</b>	Marc – Anything for the good of the Order? No. Adjourned.	

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