



# Portland Housing Bureau

**Portland Housing Advisory Commission**  
**Tuesday, April 1, 2014**  
 3:00 p.m. – 5:00pm  
 Portland Housing Bureau  
 421 SW 6th Ave, Suite 500  
 Portland, OR 97204

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

## April 2014 Meeting Minutes

**Members Present:** Jesse Beason, Deborah Imse, Colin Rowan, Rey España

**Members Excused:** Carmen Rubio, Marc Jolin, Carter MacNichol, Elisa Harrigan, Andrew Colas, Sarah Zahn

**Staff Present:** Traci Manning, Kate Allen, Kim McCarty, Jaymee Cuti, Javier Mena, Daynelle Banks

Agenda Item	Discussion Highlights	Outcomes / Next Steps
<b>Welcome &amp; Review Meeting Purpose, Review Minutes</b>	Jesse Beason opened the meeting. Minutes were not reviewed because quorum was not reached.	
<b>Public Testimony</b>	Bobby Weinstock from Northwest Pilot Project was speaking about affordable housing numbers at the February meeting. He brought two handouts to support his testimony from February that shows the severe shortage of affordable housing for the low income housing groups. The most severe is for 0-30% income group with a growing shortage for 30-60% MFI group. He testified that even with every public housing dollar we would continue to lose ground with current resources. There is a huge bottleneck in the search for an affordable rental. One solution would be a new local funding housing source that would be substantial and sustainable for many years. Mr. Weinstock ended his testimony.	
<b>Fair Housing Month</b>	<b>Fair Housing</b>  Kim McCarty passed out the presentation from the retreat that reflects Access Data regarding the Fair Housing programs available at PHB. She expressed that the main goal	

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	<p>of her presentation is education of what PHB has to offer.  The Fairing Housing program has a \$345,000 budget which consists of four main contractors:</p> <ol style="list-style-type: none"> <li>1. Fairing Housing Council of Oregon <ol style="list-style-type: none"> <li>a. Education and Outreach</li> </ol> </li> <li>2. Legal Aid Services of Oregon <ol style="list-style-type: none"> <li>a. Litigation</li> </ol> </li> <li>3. Community Alliance of Tenants <ol style="list-style-type: none"> <li>a. Hotline – General Education and Outreach</li> </ol> </li> <li>4. Joint Project: Impact NW &amp; Community Alliance of Tenants – NEW PROGRAM <ol style="list-style-type: none"> <li>a. Tenant Relocation Services</li> </ol> </li> </ol> <p>When we compare Q1 and Q2 of 12-13 to 13-14 there was a slight decrease in the number of participants in the program. Of the people served 36% were people of color which is less than PHB serves as an aggregate. Our Hispanic and Latino community were served at a higher rate than in the past. This is good data to have because as time passes we will be able to identify the significance of certain trends for example the correlation of increases in a community served and programmatic changes.</p> <p>Jesse: Are these individuals that have received a direct service from one of those four contractors?</p> <p>Kim: Yes.</p> <p>Jesse: Are they reporting that data or is it in service point? How is the data being collected?</p> <p>Kim: Most Access data is in Service Point but that is not the case for Fair Housing contracts. They are collating the data and reporting to PHB. We will look back at Access data to determine Outcomes. We are sitting down with contractors to decide if there are things that need to change. Historically we focused on education. Contractors have voiced the need for outreach that is specific to eviction court and outreach to give more one on one service to those who access the hotline. We have been focused on general outreach involving multimedia and television. We are working on a local message and previews can be seen at the Fair Housing Proclamation April 9<sup>th</sup> and April 10<sup>th</sup> at Oregon Jewish Museum with the Fair Housing Council of Oregon as they reveal their display.</p>	

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	<p>Advocacy committee is looking at the whole issue of fair housing. The Affirmatively Furthering Fair Housing Rule is coming out.</p> <p>Jesse: That's a federal rule?</p> <p>Kim: Yes. That is a federal rule that reiterates that anyone that gets federal dollars needs to do so in a way that would improve conditions for communities that have not had fair access to housing. We are working on our Fair Housing Action Plan as part of the Consolidated Planning process. We received our federal allocation and we will be presenting the action plan at the May PHAC meeting and asking for feedback. Our focus will be what our Outcome measures will be and how PHB has been doing as regards access. What does PHAC think PHB should be focusing on?</p> <p>Rey: What is the value of the four contracts?</p> <p>Kim: \$345,000</p> <p>Rey: When looking at outcomes are there "best practice" outcomes?</p> <p>Kim: Last year we had a focus on best practice for leasing. There are other best practices that need to be explored like credit criteria and screening processes.</p> <p>Rey: Has there been internal discussion or consequence when you have a finding? Will there be corrective action or disinvestment to change the historical disparities? Do you think there will be some type of reform within the bureau?</p> <p>Kim: We've made it very clear with our contractors that we want to see progress. When we see there are some changes that need to happen we've talked to our contractors and they did make changes. Yes, there have been internal discussions on how to create a system that ultimately gives you a better product.</p> <p>Colin: Is it May when you are going to talk about the Outcomes?</p> <p>Kim: In May we will talk about the action plan and where we are putting federal dollars.</p> <p>Colin: I think it would be helpful with the limited resources understanding how the</p>	

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	<p>money is being carved up. We need an idea of how the money is spent to evaluate if it is being spent in the most effective way.</p> <p>Kim: Our budget committee asks us to do that as well so I know we can get that information.</p> <p>Jesse: Does the responsibility always fall on Community Alliance of Tenants to help housing providers understand tenant’s rights? Is it possible to expand general knowledge?</p> <p>Kim: Most of the education has been targeted towards tenant’s and not community service providers. This coming year there may be more of that.</p> <ul style="list-style-type: none"> <li>- Traci asked Deborah to talk about Multifamily NW education efforts.</li> </ul> <p>Deborah: Multifamily NW is sponsoring the Fairing Housing Council of Oregon’s Fairing Housing Lens for \$2,000. They brought in Nadine Green who is National Fair Housing attorney for the Medford area. We distributed a mailer to a 1200 person mailing list. We have a record number of fair housing classes including an advanced class. One class called “50 Shades of Fair Housing.” We added a role playing component and a fair housing designation with a test component. We have spent time looking at screening criteria involving misdemeanors and felonies. Protection of Section 8 as a source of income goes in to effect on July 1<sup>st</sup>. There are what if’s that have not been resolved regarding this issue. One issue is the length of lease and the other is timely inspections. Home Forward is the most aggressive of the housing authorities so we are hoping others look to them for guidance.</p>	
<p><b>PHAC Retreat Follow-up</b></p>	<p><b>Housing Audit &amp; Cost of Affordable Housing</b></p> <p>Traci: We spent time on the emerging discussion on the cost of affordable housing. We got feedback on how we might look at that question, what the most important issues are and how we might have a community process. What we do and we buy with an affordable housing dollar is based on a decade or so worth of policy so it would be a good idea to take a look at it now. There will be a really public conversation. The City auditor’s report was released and most of the things they identified we needed to work on we</p>	

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	<p>could respond that we had a plan to correct it. The media focused primarily on the loans not being repaid in a timely matter. It was not addressed that there is a conflict between the goal of loan repayment and serving the most vulnerable. The point taken from this is that the Outcome measurements were not clearly defined.</p> <p>Javier: I wanted to clarify that this was a Multifamily investment audit. They did not audit the single family investments. The auditor took about a year to get through this process. She took time to identify what she wanted to focus on. We as a bureau identified things that we need to improve on and we knew that we missed on some reporting. As a natural course of business we need to revisit our processes to see the cost of our investments and if they meet the Outcomes we want from our investments. We need to revisit our practices to see if we need to make changes. Another issue is that we were not reporting to City Council as we had agreed to in the past when our Investment Committee was founded. We have automated the reports so that will not be an issue moving forward. We need to look at our loan products. We have made changes to address some of the issues identified in the audit and update processes. We are scheduled to present to City Council on April 30<sup>th</sup>. Asset Management has been challenged with the capacity of workload with the resources available. We have supplemented the team to be able to catch up before the end of this fiscal year. Those are some of the challenges that were raised in the audit and we feel very comfortable with our plan to rectify.</p> <p>Deborah: How does the recent article on Commissioner Saltzman’s vision for a different way of incentivizing affordable housing fit into this?</p> <p>Traci: The Commissioner is at the front end of trying to figure out where the gaps are and if we can effectively fill them. One thing he has talked the most about is Workforce Housing (60-99% MFI). What can we do to incentivize Workforce housing? We are at the very beginning of looking at density bonuses or Floor Area Ratio bonuses that could be used.</p> <p>Deborah: What ongoing conversations are happening that bring the private market to the table to find out what they want.</p> <p>Traci: We, being myself, Javier, and our Consultant met with for-profit and non-profit developers and asked them what it would take for them to participate in Workforce</p>	

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	<p>Housing.</p> <p>Deborah: Were they more interested in one idea more than another or was it more across the board?</p> <p>Traci: My impression that it was across the board. The SDC and tax-exemption waiver came up consistently. There is a policy level question that some degree of certainty is required in their business.</p> <p>Javier: There was a lot of conversation around the real-estate market today.</p> <p><b>14/15 Sub-recipient Contracts</b></p> <p>Traci: Tracy Reeve was present from the City Attorney’s office. They embraced the concepts that came up at PHAC. Traci asked Jesse to summarize a concept he spoke about at the retreat regarding contract managers.</p> <p>Jesse: There not’s a “toolkit” to hand over to an organization to deem them culturally competent. It’s about changing a shifting an organization’s culture, making sure it understands its own internal processes that do or do not allow folks from communities of color to be successful when they walk in the door. They need to look at many things to help them be more affective.</p> <p>Traci: As a lead-in to talk about our plan for the year the reports covered in the PHAC packet were focused on Access outcomes. Our first year looking at Outcomes starting in September. We want to program into our PHAC work-plan regular reporting on sub-recipient contract outcomes, as well as the MWESB report. We are thinking semi-annual for check-in. We can figure out what makes the most sense.</p> <p>Jesse: One of the conversations that Tracy Reeve had was that she was with us 100% on our goals but our US supreme court has a different way of looking at Outcomes. We can’t hang our hat on Outcomes as a way to hold organizations accountable. We can look at activities of what organizations are or are not doing to reach our overall bureau goals. Commissioners do want to see that we are making progress and holding ourselves accountable to our outcomes.</p>	

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	<p>Traci: Tracy Reeve has been very prescriptive of the scope of activities.</p> <p>Rey: My concern is having a better feel for the pace of change and closing the disparities. There is a direct correlation with effort and result. At some point you have to weigh in on if you are getting desired result. The pace of change has been a concern for me and people are running out of patience to see change. There is a lot of head nodding around equity but I have yet to see progress.</p> <p>Jesse: I think that is an excellent point. The activities that go into this year's contracts are what this commission needs to weigh in on because that is a key piece. The horizon for change is not endless and there is a sense of urgency. What I heard from the retreat is we ought to hang our hat on these activities and these activities ought to be aggressive.</p> <p>Traci: The activities that have been raised have been around organizational assessment and motion. The other piece talked about is the opportunity of RFP services. Homeownership is out for RFP this year. That is one way we talked about as a way to incent change. We had discussion about contract length: 1 year vs. 3 year.</p> <p>Javier: We are looking at being more proactive about seeing results. We are able to do an analysis on a quarterly basis to see if we are not getting the results that we want.</p> <p>Jesse: We talked about RFP on homeownership. Was there a commitment from the bureau to do an RFP for the following contract year for additional services?</p> <p>Traci: We talked about depending on the budget doing some RFP on homeless services. Yes there is interest.</p> <p><b>Annual Calendar</b></p> <p>The draft calendar for the remainder of 2014 was passed out.</p> <p>Jesse: Are there things that you want to see brought before the commission, when do you think would be a good time, and what do you think should come off the list.</p> <p>Deborah: If we need to see this information around equity in May or June I would think that needs to be on the agenda.</p>	

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	<p>Rey: I was thinking the same thing because there is a scheduled briefing in September and that could be a year-end report but that would be too late to affect any kind of focus for contracts starting July 1<sup>st</sup>.</p> <p>Traci: I've made a note so that we don't get into that late cycle is for Leslie to email to PHAC to language that the contract manager's workgroup is working on.</p> <p>Jesse: We are setting up September and March to look at contract data to identify what we want to see changed come July 1<sup>st</sup>.</p> <p>Traci: We can move the retreat around. March would be first semi-annual contract review.</p> <p>Kate: Those are good conversations to have as the beginning of the budget process is happening. The September lookback is a really good informative time.</p> <p>Deborah: I would like to see either the September or October meeting we should have some get up to speed conversation on how the Commissioner is looking at possibilities on how we fund additional housing and if it would change the allocation of PHB Budget.</p> <p>Traci: That might be more as it arises.</p> <p>Deborah: The lack of affordable housing is a crisis. I don't know where it belongs on this calendar or if we have an opportunity to weigh in so that Commissioner's can hear it. I think that is the most serious thing we could be talking about.</p> <p>Jesse: You are raising a question resource development and that is something we have been talking about as a potential focus area. Could it be a possibility how local resource development looked at across the country? Let's have an honest conversation about our priorities.</p> <p>Rey: Maybe a topic for discussion would be an invite to Home Forward to present on their plan.</p> <p>Traci: It would be good to have Home Forward come in May while discussing governance</p>	



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	<p>of the homeless system. I was thinking we could have Multnomah County come and present also.</p> <p>Deborah: I would like to understand the Multnomah County piece vs. the Home Forward piece regarding governance of the homeless system.</p> <p>Traci: We can have both Home Forward and Multnomah County come.</p> <p>Jesse: We have nothing for October. Do we want to leave space for emerging issues?</p> <p>Colin: It may be valuable to have a brief audit review in July.</p> <p>Javier: That makes sense because the loan products and guidelines will have gone to Council.</p> <p>Deborah: Depending on what Leslie sends out I would like an opportunity to comment on what the language change.</p> <p>Colin leaves the meeting at 4:40 pm.</p> <p>Rey: We could discuss innovation at the October meeting.</p> <p><b>Membership Matrix</b></p> <p>Kate: We will get a communication out probably mid-month to encourage input about specific skill sets or potential members.</p> <p>Traci: We some seats to fill so we will be looking for your input. Carter and Carmen will be terming out in June.</p>	
<b>Other Business Follow-up</b>	<p><b>MULTE Application</b></p> <p>Javier: Commissioner Saltzman has been talking with developers in regards to the program in this market. We have had internal conversations with the County regarding appropriate changes to the program, specifically as to when a developer can apply for a permit. We will take this change to Council on April 30<sup>th</sup>. There will be a lot more</p>	

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	<p>changes after the County Chair is seated. The MWESB is a major component. We have a new process where our staff gets involved at the application phase. We have two sets of expectations, one for partners who have worked with the City and understand MWESB requirements and goals, and a different set of requirements for those who have never worked with the City. MWESB may be a foreign concept for builders who have never worked with the City.</p> <p><b>Interstate URA \$20 Million</b></p> <p>Traci: Not much of an update. Kate and I will be meeting with the community to communicate what our priorities are. We are trying to create an inclusive process and outreach strategy.</p> <p><b>PHB Budget</b></p> <p>Traci: We were the first ones up. They have a new process this year. They organized the bureau presentations around the Mayor's priorities.</p> <p>Traci handed out the Community Budget Process for the year.</p> <p>Traci: The Mayor's proposed budget will be released on May 1<sup>st</sup>.</p>	
<b>For the Good of the Order</b>		