

MINUTES

Homes for Good Housing Agency

BOARD OF COMMISSIONERS

Wednesday, February 22nd, 2023, at 1:30 p.m.

Homes for Good conducted the February 22nd, 2023, meeting in person at the Homes for Good administrative building and via a public video call with dial-in capacity. The public was able to join the call, give public comment, and listen to the call.

CALL TO ORDER

Board Members Present:

Char Reavis

Heather Buch

Michelle Thurston

Justin Sandoval

Pat Farr

Kirk Strohman

Chloe Tirabasso

Larissa Ennis

Joel Iboa

Quorum Met

1. PUBLIC COMMENT

None

2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE

Pat Farr will need to leave early for a conflicting engagement.

3. ADJUSTMENTS TO THE AGENDA

- The Orders on this month's consent agenda are to permit Homes for Good to apply for funding at OHCS. Homes for Good will return to the Board to present funding plans for these specific projects in the coming months.
- **Kirk Strohman** requested to pull Order 23-22-02-02H due to a typo

4. COMMISSIONERS' BUSINESS

None

5. EMERGENCY BUSINESS

None

6. ADMINISTRATION

A. Executive Director Report

Jacob Fox discussed the needed software transition and the research the Agency has conducted in different platforms. Yardi appears to be the best suited holistically for Agency needs. Yardi is significantly more expensive than what the Agency is currently paying for HAB.

The Eugene Chamber of Commerce in collaboration with local governance, nonprofit, public sector, and businesses as a Brain Trust are strategizing how to work collectively address concerns of homelessness. It is an opportunity to discuss capacity and provide education, which has resulted in an overall positive change in the narrative and stigmas surrounding homelessness locally.

Former Finance Director, Jeff Bridgens has put in his notice. Executive Director, Jacob Fox is now interim Finance Director until the position is filled. The Finance team is working hard in collaboration with the Leadership team to maintain financial operations of the Agency and improve procedures based on the recommendations of the Moss Adams Assessment.

The Finance and Leadership team meet weekly to discuss ongoing finance questions, accounts, and operations as it pertains to each specific division. The Finance team meet weekly to deep dive into ongoing operations, account maintenance and changes as suggested by the Moss Adams Assessment.

Discussion Themes

- Members of the Chamber of Commerce Brain Trust.
- Recruitment plans for Finance Director.
- Yardi product features and benefits.
- Difference in applicant pools for Finance Director versus Chief Financial Officer.

B. Excellence Awards

Esteban Montero Chacon presented Wes Shorack's Quarter I Excellence Award to the Board.

Jacob Fox presented Kim Huynh's Quarter I Excellence Award to the Board.

7. CONSENT AGENDA

- **Approval of January 25th, 2023, Board Meeting Minutes**
- **ORDER 23-22-02-01H: In the Matter of Authorizing the Executive Director or Designee to Apply for Assistance from Oregon Housing & Community Services for the Florence Quince Street Site**
- **ORDER 23-22-02-03H: In the Matter of Authorizing the Executive Director or Designee to Apply for Assistance form the Oregon Housing & Community Services for the Naval Reserve Site**

- **ORDER 23-22-02-04H: In the Matter of Authorizing the Executive Director or Designee to Apply for Assistance from the Oregon Housing & Community Services for the Coleman**

Vote Tabulations

Motion: **Michelle Thurston**

Second: **Heather Buch**

Discussion: None

Ayes: **Char Reavis, Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Tirabasso, Larissa Ennis, Joel Iboa, Pat Farr**

Abstain: None

Absent: None

The February 22nd, 2023, Consent Agenda was approved [9/0/0]

ORDERS:

- 8. ORDER 23-22-02-02H: In the Matter of Authorizing the Executive Director or Designee to Apply for Assistance from the City of Eugene & the Oregon Housing & Community Services for the Bridges on Broadway Permanent Supportive Housing Development**

Project Development Manager, Nora Cronin Presenting

Current Permanent Supportive Housing projects such as The Commons on MLK, The Keystone and The Nel all have third-party property managers and third-party service providers. This has created challenges to assist Residents in the way Homes for Good envisioned using the Housing First model. Homes for Good will be serve as the property manager and service provider in order to properly utilize the Housing First Harm Reduction Model.

Discussion Themes

- Typos in original board order referring to "The Coleman" to be adjusted.
- Compliance to Oregon Housing and Community Services.

Vote Tabulations

Motion: **Heather Buch**

Second: **Michelle Thurston**

Discussion: To include the corrections to typos in the Board Order

Ayes: **Char Reavis, Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Tirabasso, Larissa Ennis, Joel Iboa, Pat Farr**

Abstain: None

Absent: None

Board Order 23-22-02-05H was passed [9/0/0]

9. ORDER 23-22-02-05H: In the Matter of Authorizing the Financing of the Lazy Days Mobile Home & R.V. Park Rebuild Near Blue River Oregon

Executive Director, Jacob Fox & Project Development Manager, Nora Cronin Presenting

During the legislative session after the 2020 Holiday Farm Wildfires, the State of Oregon allocated \$150 million to Oregon Housing & Community Services (OHCS). During Winter 2021 Homes for Good entered a purchase and sale agreement on the Lazy Days parcel. While other organizations removed all remaining debris from the parcel as a result of the wildfire, Homes for Good held regular meetings with partners to discuss the vision and plan for re-development.

While OHCS was aware of the purchase and sale agreement, Homes for Good's request for reimbursement were denied repeatedly due to issues of capacity and program shifts within OHCS. The request for reimbursement for land acquisition and incurred costs has now been approved by OHCS.

While the Executive Director has the authority to authorize IGA's between the County and the State, due to the history and circumstance of this specific IGA, it was agreed the Board should authorize this agreement between Homes for Good and OHCS.

Discussion Themes

- Details of reimbursement and donation for modular homes.
- Shift of OHCS as a rent assistance provider versus funding non-profit organizations.
- Opportunity to develop in rural Lane County.
- Mechanism for homeownership and renting to those impacted by the wildfire.
- Stipulations of the grant to ensure affordability for local residents.
- Timeline for development in addition to other development projects.

Vote Tabulations

Motion: **Heather Buch**

Second: **Chloe Tirabasso**

Discussion: None

Ayes: **Char Reavis, Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohmman, Chloe Tirabasso, Larissa Ennis, Joel Iboa**

Abstain: None

Absent: **Pat Farr**

Board Order 23-22-02-05H was passed [8/0/1]

10. ORDER 23-22-02-06H: In the Matter of Approving the Award of the Finance Audit Contract

Executive Director, Jacob Fox Presenting

Moss Adams has been the Finance auditor for the past several years. Per Homes for Good Public Contracting Policy, a new solicitation needed to be ran. Moss Adams declined to submit a proposal for the following reasons:

- Moss Adams was at capacity.
- Multiple rejected audits from HUD creating capacity issues for Moss Adams.
- Homes for Good is not imbedded within the county, creating unique complexities and a need for audit firms to be well-versed in HUD standards.

The proposal was distributed to multiple audit firms across the United States. One proposal was received from Berman Hopkins. Berman Hopkins is experience in HUD standards, a high percentage of audits accepted upon first submission and experience with Yardi.

Discussion Themes

- Cost difference.
- Geographic barriers.
- Experience with similar housing authorities (in size and programs).

Vote Tabulations

Motion: **Chloe Tirabasso**

Second: **Michelle Thurston**

Discussion: None

Ayes: **Char Reavis, Heather Buch, Michelle Thurston, Justin Sandoval, Kirk Strohman, Chloe Tirabasso, Larissa Ennis, Joel Iboa**

Abstain: None

Absent: **Pat Farr**

Board Order 23-22-02-06H was passed [8/0/1]

PRESENTATIONS:

11. Presentation: In the Matter of the PHA Annual Plan Overview & Calendar

Compliance & Data Analyst, Mira Miller Presenting

Homes for Good is required to submit a 5-year plan to HUD. The plan details the Agency's approach to managing programs and services through:

- Mission
- Goals
- Objectives
- Approach

The annual plan provides any updates or changes for the coming year as originally outlined in the 5-year plan. This plan details changes to program policy and how they meet the goals of the Agency. The two largest policy documents that will be updated are:

- ACOP (Admissions & Continued Occupancy Policy): Policy document for public housing. It informs everything from getting on the waitlist to resident tenancy.
- Administrative Plan (Admin. Plan): Policy document for programs on the Section 8 platforms such as Housing Choice Voucher (HCV) and Project Based Voucher (PBV).

The Agency's policy review goals are managed internally amongst staff, residents, and the Resident Advisory Board (RAB). The goals of the policy review are:

- Align policies with Strategic Equity Plan.
- Reduce barriers for eligibility and program success.
- Align policies across programs for resident and community partner ease of access.

Timeline

- February 2023: Orientation with RAB
- March 2023: Proposed Policy changes with RAB
- April 2023: Review policy documents and HUD forms with RAB
- May 2023: Document is published for public comment and hearing.
- June 2023: Public Hearing and Board presentation.
- July 18, 2023: Deadline to submit to HUD for approval.

[Refer to the February 2023 Board Packet for the slideshow presentation]

Discussion Themes

- Feedback from stakeholders

No action needed.

12. Presentation: In the Matter of the Family Self-Sufficiency Program & Focus Groups Presentation

Supportive Housing Director, Wakan Alferes & Resident Services Manager, Emily Yates Presenting

The Family Self-Sufficiency Program (FSS) is based on coaching and asset building for residents.

FSS in the Strategic Equity Plan (SEP):

- Focus on expanding access for communities of color.
- Explore "auto-enrollment" and other methods for expanding participation.
- Expand access to Home Ownership Opportunities

Listening Sessions were held to engage with FSS eligible residents that did not participate in the program and past FSS participants. It was an opportunity to provide education on recent HUD changes and to receive feedback.

Next Steps:

- Continuing moving forward on the SEP.
- Continue increasing the number of eligible participants.
- Implement Moving to Work (MTW) flexibility.

[Refer to the February 2023 Board Packet for the slideshow presentation]

Discussion Themes

- Reasoning for opting out.
- Internship programs

No action needed.

13. Presentation: In Matter of the Finance Division Moss Adams Assessment

Executive Director, Jacob Fox Presenting

Moss Adams is Homes for Good’s outgoing auditor but is also currently under contract with Homes for Good to assess the performance and organization of the Finance Division. The recommendations of Moss Adams were provided in a detailed report and a table to outline the overarching recommendations.

[Refer to the February 2023 Board Packet for the Moss Adams recommendation table]

Discussion Themes

- Recruiting for permanent staff

No action needed.

14. Other Business

None

Meeting adjourned at 3:45 p.m.
Minutes Taken By: Jasmine Leary