

Benton County & City of Corvallis Home, Opportunity, Planning, & Equity (HOPE) Advisory Board



Julie Arena, HOPE Program Coordinator
Benton County Health Department
4077 SW Research Way
Corvallis, OR 97339

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HOPE EXECUTIVE COMMITTEE PLANNING MEETING

Meeting location: Large conference room, Benton County Commissioner's Office, 205 NW 5th St.
1/8/2020 4-5 pm

AGENDA

- I. Welcome.....4 pm
- II. Bylaws – finalize changes
 - a. 7 day minutes posting requirement – within 7 days of board approving minutes, not 7 days after meeting
 - b. Exec Committee chair: 2 co-chairs from Board plus 3rd from original exec committee? Or just 2 co-chairs for full board and the exec committee (2 co-chairs will be on exec committee)
- III. Appoint a new Board member
 - a. Danielle West is no longer able to serve on Board
 - b. Review previous board applications for next candidate
- IV. Food for 4-7pm 1/28 meeting
 - a. Is there any budget?
 - i. Panera? Potluck? Bring your own dinner?
- V. Full Board meeting 1/28/20 power point/agenda
 - a. Do we spend time on building a purpose statement?
 - b. Electing co-chairs – process? Ari to facilitate the voting?
 - c. Three groups for break out discussion of priorities:
 - i. Can an exec member facilitate 1st group?
 - ii. Thoughts on members?

Groups

1. Seasoned: Xan, Karyle, Aleita, Pegge, Andrea, George, Jim. Charles or Jan, move to other groups? (9)
 - a. Facilitator: exec committee member?
2. Front line: Florence, Catherine, Joel, Linda, Anita, Reece (6)
 - a. Facilitator: Julie

3. Newer to Corvallis/this issue: Bruce, Bryan, Nicole, Christina, Debora (5)
 - a. Facilitator: Ari
- d. Voting on priorities to recommend at end – Exec committee thoughts on this process?

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 - b. Exec Committee chair: 2 co-chairs from Board plus 3rd from original exec committee? Or just 2 co-chairs for full board and the exec committee (2 co-chairs will be on exec committee). Yes – remove exec comm separate chair – Charles.
- III. Appoint a new Board member
 - a. Danielle West is no longer able to serve on Board
 - b. Review previous board applications for next candidate
 - i. Susan kipper, Jan Medlock, Jill Schrlau. Barbara Hanley – YES. Julie to offer position.
 - ii. Julie to make inquiry to school district – Sarah Devine for 509J involvement IF Barbara Hanley does not accept
- IV. Food for 4-7pm 1/28 meeting
 - a. Is there any budget?
 - i. Panera? Potluck? Bring your own dinner? Julie - Dannielle and Charlie about how to bill that – yes to county paying for it.
- V. Full Board meeting 1/28/20 power point/agenda
 - a. Agenda: little time as possible on the bylaws update
 - i. Overall goal – recs to jurisdictions
 - ii. New group varying degrees of history, bylaws guiding this work.
 - iii. Initial info about what's been done, then how does this group want to proceed – identify priority areas
 - iv. Missing – gap analysis and data to drive discussions of priorities

1. Getting data will BE a priority area in itself across the whole spectrum, and data will be a part of each category too
- v. Lane and Multnomah county plans – look at them, Lane specifically. When developing work plans can serve as a guide.
- vi. List from infographic:
 1. Temporary/Transitional – change terminology and add microshelter
 2. Comprehensive care coordination: data system is lost there. CCC with a centralized data system
 3. Data system make own section
 4. Resource/Navigation center instead of DDC – yes
 5. Annual reviews of progress – monitoring and evaluation piece
- b. Do we spend time on building a purpose statement? NO
- c. Electing co-chairs – process? Ari to facilitate the voting?
 - i. Reaching out to people – Reece wanted to be on exec committee. Jim good candidate. Several people have mentioned your name as a good candidate. Catherine Biscoe. Julie to talk to all three of these people. Are you interested in serving as a co-chair? Anyone else want to be added? Nomination process from the group?
 - ii. Process – voting on paper if more than 2 people.
 1. Julie to run a show of hands even if 2 people only interested.
- d. Three groups for break out discussion of priorities:
 - i. Build on work to date – are there any areas missing? Then drill down to priorities within each Area
 - ii. Take out infographic from HOAC – Julie
 - iii. Process for adding Areas prior to break out for area groups
 1. Safety and Livability – Julie ADD this as an area. Supporting activities: about 20 things from community feedback: public health issues, bathrooms, lighting, benches with arms, response time, navigators walking around
- e. Handouts at each table will include the Areas
 - i. Suggested priorities instead of priorities
 - ii. Add, modify to acclimate or refresh
 - iii. Add drug court under what's being done now?
 - iv. List from now, plus list:
 1. Ask whole room which one they would pick? Start there
 2. Top 4
 3. What's leftover – how to rank those
 - v. Take out the City/County purview and include at later stage when developing work plans
- f. Can an exec member facilitate 1st group?
- g. Facilitators – Julie, Ari, Pegge, Xan
 - i. Questions to lead the small group experience
 1. 3-5 actionable objectives which will be prioritized at end of evening

- ii. Big sheets on the wall, then allow people to go around and comment on those areas after breakout
 - h. Interim step after this meeting – review the work to combine any objectives, and if there's work already being done on that objective, to list it. Do some cost versus impact assessment after next meeting.
 - i. How to handle remainder of areas that don't get lots of votes
 - i. Repeat process at a future meeting if don't get to other areas
- VI. Vision of how they will be working? Small action groups? Video from Lane County
 - a. Road map for future work
- VII. Check ins throughout
- VIII. Julie include PIT count solicitation in an email to HOPE Board
- IX. Include full board list of names for Exec Committee

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HOPE EXECUTIVE COMMITTEE PLANNING MEETING

Meeting location: Large conference room, Benton County Commissioner's Office, 205 NW 5th St.
2/12/2020 4-5 pm

AGENDA

- I. Welcome.....4 pm
- II. Recap 1/28 meeting progress
 - a. Welcome Jim and Reece!
 - b. Overview of priority areas
- III. Next HOPE Meeting 2/26
 - a. Overview of proposed agenda:
 - i. Welcome – culture – public comment – present the synthesis of the board's rankings of objectives in the 10 categories
 - ii. Board members to choose 2 categories where they will be on the workgroup. Each member will serve on 2 workgroups.
 1. List name with a #1 and #2 on the category, ie. "Julie Arena #1"
 - iii. Assess level of interest in the 10 categories based on who/how many sign up for each area – gauge if we should shuffle a couple members, interest
 1. Minimum of 4 members to form a workgroup – Exec committee thoughts on that threshold?
 2. Categories with 4 members will get a workgroup in Phase 1
 3. If there is a category with no members listed, it will get a workgroup in Phase 2
 - b. Work Being Done Currently on the 10 priority areas:
 - i. How best to capture the work that has already occurred or is being done now?
 - ii. Should it affect the work group process if a topic has a lot already being done?
 - c. Co-chairs role in running meetings:

- i. How would co-chairs like to balance their roles with Julie's coordinator role? Julie is flexible and open to feedback from Exec Committee.

IV. HOPE Legislative Advocacy

- a. Letter of Introduction – approved, discuss and approve draft letter
- b. Policy to share with full board

V. Name for the current HOPE work

- a. County and city management would like a title/name for the work being done by the HOPE Board, for example, "Implementation Recommendations" or "Implementation Strategies" to recommend to chartering jurisdictions.

VI. End Meeting

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HOPE EXECUTIVE COMMITTEE PLANNING MEETING

Meeting Info: 3/11/2020 4-5 pm at the Benton County Commissioner's Office, 205 NW 5th St.

AGENDA

- I. Welcome.....4PM
- II. Recap 2/26/20 meeting
 - a. The location for future meetings for the full Advisory Board will be at the Sunset building based on feedback about sound from the Methodist Community Center.
 - b. Other feedback?
- III. Workgroup Updates and Direction
 - a. Workgroup 1: Data – Jan and Charles
 - b. Workgroup 2: Current Community Efforts – Xan and Christina
 - c. Workgroup 3: Successful Models of a Full Housing and Services Spectrum – Reece and Jim
- IV. Next HOPE Meeting 3/25
 - a. Overview of proposed agenda:
 - i. Welcome – culture – public comment
 - ii. 3 Workgroup Presentations
 1. How long for presenting and how long for questions/dialogue?
 - b. Co-chairs role in running meetings:
 - i. How would co-chairs like to balance their roles with Julie's coordinator role? Julie is flexible and open to feedback from Exec Committee.
- V. Educational Topic: Equity and Racial Justice
 - a. 15 minutes?
 - b. Fees? Benton County Equity Committee
- VI. HOPE Legislative Advocacy
 - a. Letter of Introduction – approved, discuss and approve draft letter
 - b. Policy to share with full board
- VII. Name for the current HOPE work

- a. County and city management would like a title/name for the work being done by the HOPE Board, for example, "Implementation Recommendations" or "Implementation Strategies" to recommend to chartering jurisdictions.

VIII. End Meeting.....5PM