



# Home, Opportunity, Planning, and Equity (HOPE)

## Executive Committee Meeting

### Approved Minutes

August 11, 2021 from 4 pm to 5 pm

Virtual Meeting



**Members Present:** \*Xan Augerot (Commissioner, Benton County); Christina Jandila\* (Business Associate); Charles Maughan\* (Corvallis City Council); Jim Moorefield\* (Co-Chair); Jan Napack\* (Corvallis City Council); Pegge McGuire\* (CSC)

**Excused:** None

**Absent:** Reece Stotsenberg\* (Co-Chair);

**Staff Present:** Julie Arena (Benton County Health, HOPE Program Coordinator)

**Guests:** None

\*Executive Committee Members.

- I. **Welcome and Introductions.** Meeting overview.
- II. **What role could HOPE play in helping to implement the 12 recommendations?** This topic intersects with the question, what are the next steps for the HOPE Board?
  - o Routine communication and updates about progress to implement HOPE recommendations. Create a feedback loop for public accountability and to understand how previous recommendations are hitting or missing the mark.
  - o Timely updates when progress is made that corresponds to HOPE recommendations.
- III. **HOPE Board member applications**
  - o Discussion of applicants, prioritizing by lived-experience with homelessness, community members of color and from our LGBTQI+ communities.
  - o Agreement to invite three applicants to attend September Executive Committee meeting to meet them and ask a few follow up questions.
  - o Julie to contact and set up interviews.
- IV. **Agenda setting for full board meetings:**
  - o August agenda – jobs educational presentation is confirmed, time for full board to discuss educational presentations going forward?
    - Julie to create one question survey about topics of interest for educational development for the board. Send prior to meeting.
  - o Housing Alliance – Allison – Pegge connect, to provide an update on legislation and funding from this session. Invite Allison to give update at September meeting.
  - o Justice System Improvement Program, Nick Kurth, able to do educational component for September.
  - o Adverse Childhood Experiences (ACEs) interactive training? Julie to connect with state entity that does training to explore this possibility.
- IV. **Executive Committee meetings and public notice, minutes publication**
  - o Streamlining HOPE Bylaws, looking at them for clarity and making sure Bylaws match practice for the Executive Committee. 7 days after meeting needs to be changed to 7 days after approved. 2 year term for an individual when they join or from a certain date to another date?
  - o Action item: convene meeting to look at Bylaws tweaks with Xan, Jan, Julie.

- Julie to check with Vance about Bylaws status and public meeting requirements.

**V. Other business items:**

- Add to educational email: Watch 5 minutes about Community court between @ 4:00 minute: Community Court purpose and process @ 9:00 minutes: OSU M.I.P. dynamic. Include this clip for full HOPE Board to view.
- Action item: Hub model a part of #3 HOPE recommendation – official language voted on, new language that makes #3. Julie to send to Reece and Jim. Status update that IHN is fully engaged and ongoing discussions about what that might look like.

**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  
541-766-0252 \* Email: Julie.Arena@co.benton.or.us

**HOPE Executive Committee Meeting Agenda**  
**September 8, 2021 from 4-5:30 PM**

Meeting location: virtual or phone in

GoTo Meeting link: <https://www.gotomeet.me/JulieArena>  
You can also dial in using your phone: (646) 749-3112  
Access Code: 834-472-205

**AGENDA**

- I. Welcome, Virtual meeting Housekeeping, Overview of Agenda.....4:00pm
- II. Public Comment\* (up to 10 minutes) .....4:00pm
- III. Approve July HOPE Executive Committee meeting minutes .....4:10pm
- IV. Interviews for vacant HOPE Board positions.....4:15pm
- V. Agenda setting for the September meeting: educational presentation and topics.....4:30pm
- VI. HOPE Recommendations Implementation Update and Routine Feedback.....4:45pm
- VII. Next Steps ..... 5:00pm

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## Executive Committee Meeting

### Approved Minutes

September 8, 2021 from 4 pm to 5 pm

Virtual Meeting



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**Members Present:** \*Xan Augerot (Commissioner, Benton County); Christina Jandila\* (Business Associate); Charles Maughan\* (Corvallis City Council); Jan Napack\* (Corvallis City Council); Reece Stotsenberg\* (Co-Chair);

**Excused:** Pegge McGuire\* (CSC); Jim Moorefield\* (Co-Chair);

**Absent:** None

**Staff Present:** Julie Arena (Benton County Health, HOPE Program Coordinator); Suzanne Hoffman (Benton County Health Department Director)

**Guests:** Dharma Mirza (HOPE Board interviewee)

\*Executive Committee Members.

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- I. **Welcome and Introductions.** Meeting overview.
  - August 2021 Meeting minutes approval: Xan motion, Charles second – Reece abstain. Minutes approved.
- II. Staff Capacity to implement HOPE recommendations and utilizing the HOPE Coordinator position, Julie Arena. Guest: Suzanne Hoffman, Benton County Health Department Director.
  - Utilize Julie's experience on grants, state and federal funding opportunities; document all available funding that aligns with HOPE recommendations, deadlines, collaboration needed, etc. This work will help understand the capacity needed to go for additional funding. Tracking policy changes that affect funding streams. Planning for use of funds.
- III. Interview for board membership: Dharma – questions on length of commitment and ability to attend regularly. Responses from Dharma about her background and experience. Xan moved to approve her board membership, Charles seconds. Motion unanimously approved. Julie will meet with Dharma to answer questions and extend invitation to join board at September 2021 meeting.
- IV. Ongoing application process for board membership – Executive Committee would like to allow rolling applications open all the time. Julie will add an open link to apply to be on the board on the HOPE website year round and work with IT about redirecting to main landing page. Review current applications and any new ones at the October meeting.
- V. Check-ins with each HOPE Board member: what has worked well for them, what could be improved, do you plan to stay on the board. Open-ended feedback. Follow up with the anonymous survey. Julie to meet for 30 minutes with all 19 board members in October and November.
- VI. Agenda setting for September: September Justice System Improvement Program (JSIP) Nick Kurth, project manager. Alison MacIntosh, Housing Alliance to do presentation. Recommendations update for the 12 recommendations – status update from city/county work, other updates – what's happening for the other 11 recs?
  - Can team lead attend to give implementation update? Larry Blake community court update? Julie to reach out to team leads and Judge Blake.
- VII. Julie to do: October adverse childhood experiences (ACEs) interactive training. Paul, Suzanne, and provider leader to provide sheltering update if possible?

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# **HOPE *Executive Committee* Meeting Agenda**

**October 13, 2021 from 4-5 PM**

Meeting location: virtual or phone in

GoTo Meeting link: <https://www.gotomeet.me/JulieArena>  
You can also dial in using your phone: (646) 749-3112  
Access Code: 834-472-205

## **AGENDA**

- I. Welcome, Virtual meeting Housekeeping, Overview of Agenda.....4:00pm
- II. Public Comment\* (up to 10 minutes) .....4:00pm
- III. Approve September HOPE Executive Committee meeting minutes .....4:10pm
- IV. Recruitment priorities for vacant HOPE Board positions.....4:15pm
- V. Agenda setting for the October meeting: educational presentation and topics.....4:30pm
- VI. HOPE Recommendations Implementation Update and Routine Feedback.....4:45pm
- VII. Next Steps ..... 5:00pm

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**Home, Opportunity, Planning, and Equity (HOPE)  
Executive Committee Meeting  
Draft Minutes  
October 13, 2021 from 4 pm to 5 pm  
Virtual Meeting**



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**Members Present:** \*Xan Augerot (Commissioner, Benton County); Christina Jandila\* (Business Associate); Charles Maughan\* (Corvallis City Council); Jan Napack\* (Corvallis City Council); Reece Stotsenberg\* (Co-Chair);  
**Excused:** Pegge McGuire\* (CSC); Jim Moorefield\* (Co-Chair);  
**Absent:** None  
**Staff Present:** Julie Arena (Benton County Health, HOPE Program Coordinator)

\*Executive Committee Members.

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- I. **Welcome and Introductions.** Meeting overview.
  - September 2021 Meeting minutes approval: Xan moves to approve, Charles seconds, approved, Pegge abstains. September 2021 minutes approved.
- II. **Recruitment priorities:** making sure to include other community groups like Rotary, Elks, neighborhood associations in the recruitment and outreach efforts to round out the provider/advocate perspectives. Rural outreach? Real estate sector/property management background? Religious community folks? Communities of color are a priority.
- III. **Where does the HOPE board go from here?** Support with some research on successful collaborative models for homeless capacity building?
  - **Discussion:** How could we support #6? Ideas: Collaboration discussion or training on successful models of collaboration. Utilizing the HOPE meeting to support the communication to the general community about implementation of #6 – structure for collaboration, progress on sites, funding, new updates, political backing from city and county. Communication support for #6 as feedback loop and general community education: January meeting with Paul and Suzanne, Shawn Collins to give an update.
- IV. **October meeting agenda setting:** Start with ACEs presentation from Oregon Family Support Network, Clarissa McGee. Then discussion of next steps for the HOPE Board and how it can support any facet of implementation.
- V. **November meeting:** recap of the board feedback, turnover in membership, new board openings, recruitment. **November one week earlier on 11/17/21.**
- VI. **December meeting cancelled due to holidays.**

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**HOPE Executive Committee Meeting Agenda  
November 10, 2021 from 4-5 PM**

Meeting location: virtual or phone in

GoTo Meeting link: <https://www.gotomeet.me/JulieArena>  
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Access Code: 834-472-205

**AGENDA**

- I. Welcome, Virtual meeting Housekeeping, Overview of Agenda.....4:00pm
- II. Public Comment\* (up to 10 minutes) .....4:00pm
- III. Approve October HOPE Executive Committee meeting minutes .....4:10pm
- IV. Review feedback from board members about HOPE's role going forward and next steps.  
Discuss how their feedback can shape future planning. ....4:10pm
- V. Review an overview of the 1-on-1 feedback from board members. ....4:30pm
- VI. Board recruitment to underrepresented communities. ....4:50pm
- VII. Next Steps ..... 5:00pm

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**Home, Opportunity, Planning, and Equity (HOPE)  
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Approved Minutes  
November 10, 2021 from 4 pm to 5 pm  
Virtual Meeting**



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**Members Present:** \*Xan Augerot (Commissioner, Benton County); Christina Jandila\* (Business Associate); Charles Maughan\* (Corvallis City Council); Jan Napack\* (Corvallis City Council); Reece Stotsenberg\* (Co-Chair); Jim Moorefield\* (Co-Chair)  
**Excused:** Pegge McGuire\* (CSC)  
**Absent:** None  
**Staff Present:** Julie Arena (Benton County Health, HOPE Program Coordinator)

\*Executive Committee Members.

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- I. Welcome and Introductions. Meeting overview.
- II. October 2021 Meeting minutes approval
  - a. Jan moves to approve, Charles seconds. Vote to approve, Jim abstains. October 2021 minutes approved.
- III. Reviewing the feedback from the 1-on-1's with board members.
- IV. Recruitment for board members
  - a. Racial breakdown of the board – ask all board members.
- V. Role HOPE board can play going forward – three main topics:
  - a. Evaluating the system, progress in community, progress of adopting recommendations.
  - b. Communications: for board and general community. Progress being made.
  - c. Research of best practices that align with best practices
    - i. Jim: Key structural change to include service providers in the collaboration so it's community wide buy in for the process, not just city and county. Housing First as a policy framework that helps prioritize or tweak what we're already doing system-wide as a system strategy. How do we incorporate research on Housing First into our work going forward?
- VI. Meeting Schedule
  - a. November meeting: recap of the board feedback, turnover in membership, new board openings, recruitment. November one week earlier on 11/17/21.



b. December meeting cancelled due to holidays.

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# **HOPE *Executive Committee* Meeting Agenda**

**December 8, 2021 from 4-5 PM**

Meeting location: virtual or phone in

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Access Code: 834-472-205

## **AGENDA**

- I. Welcome, Virtual meeting Housekeeping, Overview of Agenda.....4:00pm
- II. Public Comment\* (up to 10 minutes) .....4:00pm
- III. Approve November HOPE Executive Committee meeting minutes .....4:10pm
- IV. Recap of full HOPE Board discussion from November meeting.....4:15pm
- V. Board recruitment to underrepresented communities.....4:30pm
- VI. Next Steps.....4:45pm

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**Excused:** None

**Absent:** Christina Jancila\* (Business Associate);

**Staff Present:** Julie Arena (Benton County Health, HOPE Program Coordinator)

**Community Members:** Cindee Lolik (upcoming Business Community representative)

\*Executive Committee Members.

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- I. Welcome and Introductions. Meeting overview.
- II. Public Comment: Cindee Lolik introduced herself as the incoming Business Community Role Member starting in January 2022.
- III. November 2021 Executive Committee Meeting minutes approval
  - a. Jan moves to approve, Jim seconds. Vote to approve, Pegge abstains. November 2021 minutes approved.
- IV. HOPE full board meeting recap from November
  - a. Role HOPE board can play going forward – three main topics of interest:
    - i. Evaluating the system, progress in community, progress of adopting recommendations.
    - ii. Communications: for board and general community. Progress being made.
    - iii. Research of best practices that align with HOPE recommendations, such as Housing First.
  - b. Other ideas for topics the HOPE Board can tackle going forward:
    - i. Shape metrics that CSC, city, or county can use. What the community benchmarks are, where do we want to be on any of these?
    - ii. The vision and what we're trying to achieve as a community.
    - iii. Need for organizational development for our non-profits – can a project manager support that work?

**V. Update on board members:**

- a. Commissioner role member will transition from Commissioner Xan Augerot to Commissioner Nancy Wyse.
- b. Cindee Lolik will be taking over for Christina Jancila as the business community representative in January 2022.
- c. Five openings on the board for recruitment.

**VI. Recruitment for board members**

- a. Pausing the recruitment until January due to feedback from key leaders and communities of color.
- b. Racial breakdown of the board – ask all board members about race/ethnicity and lived-experience.
- c. Application from person with lived experience who is now a county employee – Julie will work to address any internal HR hurdles before Exec Committee re-reviews application.

**VII. Meeting Schedule**

- a. December full board meeting cancelled due to holidays.