

ROSEBURG HOMELESS COMMISSION AGENDA MONDAY, FEBRUARY 22, 2021



11:00 A.M. Regular Meeting Electronic Meeting

Public Access: Facebook Live at www.Facebook.com/CityofRoseburg

NOTE: IT IS UP TO EACH OF YOU AS COMMISSIONERS TO CALL 541-492-6866 AND LET STAFF KNOW BEFORE THE DAY OF THE MEETING IF YOU WILL NOT BE ATTENDING. THANK YOU.

I. CALL TO ORDER

II. ROLL CALL:

Chair: Larry Rich

<u>Commissioners</u>: Gregory Brigham (Adapt) Shaun Pritchard (UCAN)

KC Bolton (Aviva Health) Brent Eichman (Umpqua Health Alliance)

Shelley Briggs Loosley Mike Fieldman

III. APPROVAL OF MINUTES

A. January 25, 2021 Meeting

B. February 2, 2021 Special Meeting

IV. DISCUSSION ITEMS

A. Sheltering in Place Update

B. Rogue Retreat Update (Brent Eichman)

C. Low-barrier Shelter/Timeline/Schedule

AUDIENCE PARTICIPATION – Comments on Agenda Items Only can be provided via email to the City Recorder at <u>info@cityofroseburg.org</u> prior to 12:00 p.m. on Friday, February 19, 2021. Email comments must include the person's name and address for the record. Comments received by the deadline will be provided to the Commission prior to the meeting. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

V. BUSINESS FROM THE COMMISSION

VI. NEXT MEETING DATE: Monday, March 22, 2021 via Zoom

VII. INFORMATIONAL

VIII. ADJOURNMENT

MINUTES OF THE ROSEBURG HOMELESS COMMISSION MEETING January 25, 2021



A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:00 a.m. on Monday, January 25, 2021, electronically via zoom in Roseburg, Oregon.

ROLL CALL

Present: Commissioners KC Bolton, Shelley Briggs-Loosley, Gregory Brigham,

Brent Eichman, Mike Fieldman and Shaun Pritchard.

Absent: None

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, City Council President Bob Cotterell, Police Captain Jeremy Sanders, Community Development Director Stuart Cowie and Management Assistant Koree Tate

INTRODUCTIONS

Chair Rich provided an introduction followed by each Commission Member.

DISCUSSION ITEMS:

REVIEW COMMISSION PURPOSE, DUTIES AND RESPONSIBILITIES

Chair Rich reviewed the purpose, duties and responsibilities of the Commission. Under the purpose, this Commission was considered a recommendation board to the City Council who would provide the approval for the Commission to proceed on recommended items.

COUNCIL DIRECTIVE - SHORT TERM/LONG TERM

Chair Rich discussed that the City Council met and decided to move forward with a low barrier shelter. As a Council, they toured the Rogue Retreat programs and liked their model, which became the bar set by Council to create something similar or better. The long term goal was to have a low barrier shelter. Commissioner Fieldman added they would need to look at short term needs, including a warming center, because the Dream Center was not able to provide a center for the season, leaving a void in the area.

MEETING TIME MANAGEMENT AND AUDIENCE PARTICIPATION

Chair Rich explained the Commission members consisted of a strong group of individuals and wanted the one hour monthly meeting to be as productive as possible. It was important to receive public input, but knew they did not have availability to take away 10-15 minutes of meeting time for comments. He proposed to have public submit their comments in writing to Ms. Sowa who would send them to the full Commission prior to the meeting. The process could change in the future, but that was how the City Council received their public comments while handling meetings electronically via Zoom. Commissioners supported receiving public comments in this way. Commissioners Brigham and Eichman suggested a deadline for comments to be received so the Commission would have time to properly review submittals before meetings. Ms. Sowa confirmed she could send emailed public comment to the Commission on the Friday prior to a scheduled meeting date.

UPDATE ON CURRENT CITY PROGRAMS/EFFORTS

Ms. Sowa reported that since the City Council adopted the goal of addressing the unhoused, there had been code amendments and policy changes. In August of 2020, Council directed Staff to begin working on code updates related to vehicle camping. The vehicle camping pilot program allowed for three possible campsite locations within the City, each serving no more than six vehicles. Property owners interested in hosting vehicle camping had to submit a Vehicle Camping Registration Form to the Community Development Department for review and authorization. The current pilot program was scheduled to terminate on November 30, 2021, enabling Council to review the effectiveness of the program and if it should continue.

Ms. Sowa continued that Council directed Staff to begin working on code updates related to Severe Event Shelters. The Roseburg Municipal Code currently allowed for homeless shelters which were typically designed to be operated by well-established non-profits as a full-time dedicated shelter. Homeless shelters required a conditional use permit and sprinkler systems, and given the time frames and cost involved in the conditional use permit process, homeless shelters could not be established on short notice in response to a severe event, such as extreme weather or fire. Recent code amendments enabled an exemption to sprinklers if appropriate "fire watch" measures were implemented.

Ms. Sowa stated the Police Department created the Roseburg Transitional Court to provide alternative sentencing options to unhoused offenders. If an offender opted to go through the Roseburg Transitional Court, they would be required to respond to Adapt/Compass for an initial assessment and set goals.. Goals may include attending mental health counseling or substance abuse treatment, connecting to services such as WIC, the VA, the Tribe, and/or UCAN, and obtaining an Oregon ID card or Social Security card. When the offender achieved their goals, the Judge would commute their sentence. If the offender failed to be successful, the Judge could impose the suspended sentence.

Ms. Sowa discussed the prohibited camping code amendment. In July 2020, a Federal Court ruling in Blake vs. Grants Pass made specific distinctions between sleeping and camping; Federal Court referred to sleeping as an "unavoidable human act." The Federal Court went further to advise that homeless people would take necessary minimal measures to keep themselves warm and dry while sleeping when there were no alternative forms of shelter available. Council was scheduled to adopt code amendments to align definitions with the ruling during their meeting this evening.

Ms. Sowa provided information regarding the Coronavirus Relief Funds Assistance. In August 2020, the City accepted a CRF grant from the State of Oregon with reimbursement up to \$771,520.24. Funds were provided to local agencies to distribute throughout the community to support local businesses, citizens, and non-profits, and for economic recovery planning and tourism recovery. A portion of those funds provided assistance to the unhoused as well as other members of the community. The funds were disbursed to the following local agencies: United Community Action Network (UCAN); Salvation Army; Peace at Home; St. Vincent de Paul; Chadwick Clubhouse; Roseburg Rescue Mission; and Connecting Point. She described how the funds were used to provide assistance in the community.

SHORT TERM - WARMING CENTER

Chair Rich discussed the short term goal to determine a location for a Warming Center this winter. One idea was to use the Douglas County Fairgrounds and another was to compensate a church in the downtown area or by Fred Meyer to open up and allow people shelter from the outside elements. He was concerned about weather conditions until the end of February, and if a person were too intoxicated, he or she would not be allowed to stay at the Roseburg Rescue Mission. Commissioner Fieldman liked both options and suggested contacting the Dream Center to address possible coordination for assistance to help operate a Warming Center. Chair Rich added the City Council just approved a new policy for severe event shelters to allow places with large spaces to open and help. Commissioner Eichman noted there could be some geographic barriers for the unhoused and offered transportation assistance through UCAN, if needed.

Commissioner Bolton questioned if there was a single point of contact in the community to help spearhead communication with the local churches. Commissioner Briggs-Loosley knew there were more than a couple in the area, but was unaware of who led the group. Commissioner Fieldman suggested just speaking with the churches for the area or areas of interest rather than contacting everyone. He also warned, the more location options the more volunteers would be needed, and it would be best to have one large space. In response to Chair Rich, Commissioner Fieldman said there could be around 40 or more people who could need shelter. Commissioner Eichman agreed one location would be easier to implement operationally and better for communication with the community. In response to Chair Rich, Commissioner Briggs-Loosley explained people could use the bike path if they chose to reach the fairgrounds or other location options. Commissioner Fieldman agreed people would find a way to an open shelter, but transportation would be helpful.

Mr. Cowie explained a location would depend on the number of occupants allowed in the space provided. The Douglas County Fairgrounds was located outside city limits so the new Severe Event Shelter policy for the City would not apply to that location. Commissioner Pritchard warned a severe event shelter did not get around COVID-19 restrictions so it may be harder for a church to make it work. Commissioner Bolton understood the demand and need for a warming center and pointed out one big venue was better than several smaller ones. It also came down to the number of people to serve. Commissioner Fieldman noted that historically, they would see 40-80 people in need of shelter. If looking at the Fairgrounds, he suggested the Exhibit Center closest to the river that had a kitchen. The Salvation Army had a food truck and could be a potential option to help. Chair Rich commented the fairgrounds could expect compensation and wanted to know if there were resources available to help. Commissioner Pritchard said UCAN could help offset some of the costs, but could not give a commitment without figuring out the final numbers of what would be needed.

In response to Chair Rich, Commissioner Bolton offered to contact the Douglas County Board of Commissioners and the Fairgrounds manager. Commissioner Fieldman volunteered to speak with the Dream Center. Chair Rich asked everyone to correspond with Ms. Sowa who would share with the whole group. If the Commission received a yes for the location they could then determine the logistics to proceed through email correspondence. In response to Commissioner Bolton, Commissioner Fieldman explained the Dream Center had good parameters in place on spacing and how to run a

warming center. In response to Commissioner Eichman, Commissioner Pritchard said UCAN had emergency funding available to utilize, but until the cost was known, he could not make a commitment. They were currently placing numerous people in hotels and that was costly.

In response to Commissioner Fieldman, Ms. Messenger explained the City no longer had CARES funding available. Commissioner Briggs-Loosley volunteered to contact the Salvation Army to seek assistance. Ms. Messenger added St. Vincent DePaul was a CARES fund grant recipient and purchased a new shower trailer, so they would be another resource to contact. Commissioner Brigham suggested coordinating with crisis services when reaching out to the Dream Center to help. Commissioner Fieldman explained that many unhoused did not want to go to the Roseburg Rescue Mission, but when the Faith Lutheran Church was open, they did not experience many problems or issues while operating. Mr. Cowie suggested taking the Severe Event Shelter policy when meeting with the County or churches to explain how the Warming Center was supposed to work. The document would also include how best to handle any issues that could arise. Ms. Sowa offered to send the Commission the document for review.

Commissioner Brigham suggested contacting the Commission group right away if they came upon a road block with their current plan and needed to create a backup plan. In response to Commissioner Bolton, Chair Rich volunteered to reach out to the School District to seek their interest or approval for a location to have a Warming Center. Commissioner Briggs-Loosley noted Umpqua Community College was separate from the school district, they were using their gym for sports, but would contact them to see if they had other options available. Ms. Sowa reminded the Commission that as a group, they were making decisions publicly and were open to agree on options that would work. If they began sending emails, it was important to include or send to her for public record. Commissioner Fieldman added it would be appropriate if they had to follow up with a quick meeting for a vote. Ms. Messenger reminded the Commission it could be logistically challenging to utilize City property due to insurance and liability. She volunteered to check with the Risk Manager regarding insurance and liability.

LONG TERM – LOW BARRIER SHELTER

Chair Rich stated the importance of finding a location and having a non-profit organization come forward to run a shelter. The three largest items were location, organization and funding. A real estate agent could assist with local ideas for location and suggested City Staff help with that task. After seeing the Rogue Retreat models, he liked the campsite, tiny homes and shelter ideas and hoped to see something similar in Roseburg. Commissioner Fieldman added that a Navigation Center was another idea that was greatly needed in the area. Ms. Messenger discussed a change with the Rogue Retreat campsite moving to pallet shelters rather than tents and it seemed to be the new trend around Oregon.

Chair Rich explained it was important to find a non-profit to come forward to assist otherwise they would have to look at the option of creating their own non-profit. Commissioner Brigham suggested creating a request for proposals and go out to bid for funding applications. Commissioner Bolton agreed there would be operational funds and a non-profit would need to take that on. Chair Rich said Commissioner Eichman could take a look at what would be involved with Rogue Retreat and how to use grants and

fundraising options. Commissioner Eichman said he could ask them to assess and determine what it would take to set up and roll out operations. Commissioner Brigham volunteered to work on a request for proposals (RFP) and would ask for assistance from Adapt. Commissioner Eichman volunteered to assist with the RFP.

Chair Rich stated fundraising would be discussed at the next Commission Meeting. Commissioner Fieldman said he could speak with the United Way for an option to utilize their program for a fundraising account.

ELECTION OF VICE CHAIR

Chair Rich said per the Code, the Commission was to elect a Vice Chair each calendar year in January. Commissioner Bolton nominated Commissioner Fieldman to act as Vice-Chair of the Homeless Commission. The motion was seconded by Commissioner Brigham and approved with the following vote: Commissioners Brigham, Bolton, Briggs-Loosley, Eichman, Fieldman and Pritchard voted yes. No one voted no. Chair Rich congratulated Commissioner Fieldman as the Vice-Chair.

ADJOURNMENT

The meeting adjourned at 12:06 p.m.

Koree Tate

Management Assistant

MINUTES OF THE ROSEBURG HOMELESS COMMISSION SPECIAL MEETING February 2, 2021



A special meeting of the Homeless Commission was called to order by Chair Larry Rich at 10:01 a.m. on Tuesday, February 2, 2021, electronically via zoom in Roseburg, Oregon.

ROLL CALL

Present:

Commissioners KC Bolton, Shelley Briggs-Loosley, Gregory Brigham, Brent Eichman, Mike Fieldman and Shaun Pritchard.

Absent:

None

Others Present: City Manager Nikki Messenger, City Recorder Amy Sowa, Police Captain Jeremy Sanders and Management Assistant Koree Tate

DISCUSSION ITEMS:

WARMING CENTER UPDATE/ALTERNATIVE OPTIONS

Chair Rich explained he called for a Special Meeting to discuss information gathered for a potential warming center. After the decision to find a warming center at the previous meeting, he was alerted to issues that needed addressed publicly. For future meetings, Chair Rich suggested providing alternative options to avoid multiple special meetings.

Chair Rich shared he and Commission Members met at a church downtown to consider as a possible warming center location. Chris Hutton, Dream Center Supervisor, was present to provide input on the location and how to best open a Warming Center. Mr. Hutton told them room space was important and it was better to have one large room for staff and volunteers to have a visual presence. If a space was broken into smaller rooms, more staff and volunteers would be required to manage the facility. Warming Center intake could be an average of 40-60 people or as high as 80 seeking shelter. Mr. Hutton also warned it would take approximately three to four weeks to coordinate staff and volunteers in order to have a center up and running. Chair Rich said in light of that information, it would be the end of February when something could be organized and that was a time when the weather started changing to a warmer climate.

Chair Rich explained the other deterrent was concern from the Health Department since a Warming Center would be considered a super spreader event per COVID-19 restrictions and guidelines. Based on the information he and the Commission members received, he did not think they would have time to coordinate and open a Warming Center this year.

Commissioner Bolton asked about the level of authority and roles for the Commission based on their goals. The Commission was an advisory Commission to the City Council, and his concern was the speed of action items and how long it could take if they had to wait for an approval from City Council.

Chair Rich explained City Recorder Sowa spoke with the City's Attorney to seek guidance for the Commission. If the Commission were to spend City money or purchase property it would have to go to City Council for approval. If money was obtained from a local agency it would not need to go to City Council. Chair Rich suggested if the Commission needed to move efficiently and effectively, an agency could step in to move an idea forward. Commissioner Pritchard wanted to know if the Commission would expand in the future beyond the current members. Chair Rich noted the number of members matched the number for other City Commissions and needed to stay at six members. He knew the members on the Commission were busy with their organizations and did not want them to get burned out which was why he chose one-hour Commission meetings.

Commissioner Brigham understood this Commission was modeled after others, but said there could be times where members could spin off on their own efforts outside the group because of the type of agency for which they are employed. He liked the idea of agencies being able to branch out to handle ideas outside of the Commission if resources were available. Commissioner Fieldman appreciated the value of side projects and the focus of the Commission. He understood there would be times when an organization or two could address a need outside of the Commission because discussions could lead to independent actions. Ms. Messenger stated that during the COVID-19 pandemic and under the State of Emergency, she had the authority to approve items if needed quickly. Commissioner Bolton asked for clarification for public meeting laws and if he would be allowed to work with colleagues. Some of the Commission members work together in a homeless domain outside of the Commission so it was important for them to know their boundaries.

Ms. Sowa reported that as long as Commission members were not forming a quorum or trying to make a decision by contacting all members, they were allowed to ask each other questions and hold discussions. The rules change when handling business under the Homeless Commission and making decisions on the Commission's behalf. Ms. Messenger added it would take four Commission members to be considered a quorum. If a member had an item to send to the full Commission, she asked it be sent to Ms. Sowa who would share with the rest of the Commission. The Homeless Commission was not meant to govern what they all did in their private businesses.

Chair Rich suggested tabling the Warming Center idea for this winter, and if needed, bring the subject back next year. Commissioner Brigham agreed to table the idea of a Warming Center and suggested keeping people dry and discuss an alternative place for them to go. Commissioner Bolton agreed they needed to reinforce and not reinvent what was currently in place. Commissioner Fieldman received information from the Dream Center and agreed they could not put something together at this time and supported revisiting the idea next year.

Chair Rich said he did not want to replicate efforts in the community, but noted they were missing the idea of a collection or exchange program. His immediate concern was to make sure everyone was safe and to see what they could do to help. In response to Ms. Messenger, Commissioner Pritchard confirmed UCAN had an approved order from Housing First Umpqua for supplies and were making contact with the Dream Center. Other items they were able to help with was laundry service, hygiene, PPE, and operational support. Commissioner Fieldman said he had some ideas around some of

those services and had tried working with local laundromats in the past for assistance. Ms. Messenger said she had seen a lot of media traffic saying people were willing to donate money to help cleanup efforts of camps by covering dump fees, and wanted to know if funds could go through UCAN or possibly the United Way. Commissioner Fieldman spoke with United Way and was told they would speak to their Board about setting up an account to utilize. Ms. Messenger offered social media assistance by the City if UCAN had another application process for community assistance.

Ms. Sowa alerted the Commission that portable toilets and hand washing stations were inadvertently removed from the parks at the end of last year, but would soon be replaced at Stewart Park, the Stewart Park Duck Pond, Gaddis Park, Templin Beach Park and Fir Grove Park. She hoped to have them operational soon to help with sanitation needs.

Chair Rich summarized the meeting stating the Warming Center was tabled for a discussion next year, they would review laundromat service availability, follow up with the United Way to set up a donation account, and discuss low barrier shelter plans at the next Commission Meeting. Commissioner Eichman shared he planned to meet with Rogue Retreat next week to explore their interest for support of a low barrier shelter in Roseburg and would provide a report at the next Commission meeting.

ADJOURNMENT

The meeting adjourned at 10:31 am

Koree Tate

Management Assistant