



**ROSEBURG HOMELESS COMMISSION AGENDA
MONDAY, AUGUST 23, 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

Commissioners: 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. July 26, 2021 – Regular Meeting

IV. DISCUSSION ITEMS

A. HTAG Update (Wayne Ellsworth)

B. Request for Proposals for Non-Profit (Amy Sowa)

C. Property Search Update (Larry Rich)

AUDIENCE PARTICIPATION – *Comments on Agenda Items Only can be provided via email to the City Recorder at info@cityofroseburg.org or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to 4:00 p.m. on Friday, August 20, 2021. 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, September 27, 2021

VII. INFORMATIONAL

A. Extreme Heat Measures Update (Nikki Messenger)

VIII. ADJOURNMENT

**MINUTES OF THE ROSEBURG
HOMELESS COMMISSION MEETING
July 26, 2021**

A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:04 a.m. on Monday, July 26, 2021, electronically via zoom in Roseburg, Oregon.

ROLL CALL

Present: Commissioners KC Bolton, Shelley Briggs Loosley, Brent Eichman, Mike Fieldman and Shaun Pritchard.

Absent: Commissioner Gregory Brigham

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

APPROVAL OF MINUTES

Commissioner Bolton moved to approve the May 24, 2021 meeting minutes. The motion was seconded by Commissioner Eichman and approved with the following vote: Commissioners Bolton, Briggs Loosley, Eichman, Fieldman and Pritchard voted yes. No one voted no.

IMMEDIATE NEEDS AD HOC COMMITTEE VERBAL UPDATE

Commissioner Bolton reported there had been some discussion regarding the overlap between the Homeless Transition Action Group (HTAG) and the City Manager Homeless Immediate Needs Ad Hoc Committee. While this was a concern from the beginning, it was not fully understood just how much overlap there would be. Most of the members of the ad hoc committee were also members of HTAG. Given busy schedules for the members and respect for everyone's valuable time, it was appropriate to look for ways to streamline the process. While there was hope that running the "get it done" group as an ad-hoc committee would allow additional flexibility and lessen the red tape involved with city government, that had not turned out to be the case. With this in mind, he coordinated with Wayne Ellsworth regarding HTAG taking the lead in the immediate needs arena. The City would still serve in a support role and was willing to provide resources, and would continue to work with partners to encourage them to provide resources as well. Commissioner Bolton said he would continue to serve as the liaison between HTAG and the City's Homeless Commission with the goal of working together to do what was needed to move the needle.

Commissioner Fieldman thanked Commissioner Bolton for his time and effort on the committee. HTAG had been around several years and he was comfortable working with them to move forward. They needed to have key players at the table so all organizations that had the ability to impact homeless services were present. It was also important that those present had some type of authority to make decisions. He felt that consistency and people at the table had been missing. HTAG did not have staff capacity so it was important to have people dedicated to the program. Since they were not an organization,

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they could not hire staff. If the Commission chose to proceed with this transition, he wanted others aware of his concerns.

In response to Chair Rich, Commissioner Bolton said HTAG met the fourth Wednesday of the month from 11:30 a.m. to 1:00 p.m. Commissioner Fieldman was part of the group that was formed by Gary Leif. Their focus would be to help find a shelter, safe place to stay and other resources and needs for the unhoused. Commissioner Fieldman added that HTAG could take the work from the Immediate Needs Ad Hoc Committee, but the Navigation Center needed to stay with the City since they were the recipient of the State funds. Commissioner Bolton said Mr. Ellsworth asked for a list of priorities from the Commission and Commissioner Fieldman added they would need to seek funding from around the table for the showers and other items needed. Commissioner Bolton noted there was a great partnership from the City with HTAG.

Commissioner Fieldman said one advantage of the Commission was that it had created a partnership with organizations and the City. Everyone needed to play a role in this topic. He did not want to lose the connection and partnership with the City since they collectively had the responsibility of dealing with homelessness in the community. He thought it was important to make sure HTAG took this on and worked with other groups to get this done. Commissioner Bolton added they could take asks or things needed to the group. There was a cohort in the community and it was going to take all them working together to be at the table and commit to this. As long as they talked back and forth, they should be able to stay in sync with one another to move forward. Commissioner Fieldman said he had been involved with HTAG and planned to continue with the group and could accompany Commissioner Bolton to meetings.

Chair Rich suggested inviting Wayne Ellsworth to future Homeless Commission Meetings so he would have opportunity to provide a report for the Commission and keep immediate needs in the forefront. Commissioner Bolton agreed it would be beneficial to have him present to update the Commission. Ms. Messenger added Mr. Ellsworth could be looked at as an ex-officio role. Chair Rich agreed and suggested Ms. Sowa research the possibility. Commissioner Bolton wanted to recognize Ms. Sowa and Ms. Messenger for all their work with the Immediate Needs Ad Hoc Committee.

NAVIGATION CENTER SURVEY UPDATE

Commissioner Prichard worked with his staff to prepare a survey to be distributed via email, to a variety of organizations and individuals in the community. The survey was sent out to 44 individuals, primarily with Community Based Organizations. Fourteen responses were received from representatives of the following organizations:

- Redemptive Ministries/Wheels of Hope
- Aviva Health
- Southwestern Oregon Workforce Investment Board (SOWIB)
- Housing Authority of Douglas County
- HIV Alliance
- Umpqua Health Alliance
- Oregon State Legislature, Rep. Gary Leif office
- Mercy Medical Center Behavioral Health
- Onward

- Adapt (2)
- Rogue Retreat (2)
- The Ministry

Some highlights from the survey:

Organizational goals the respondents felt could be met by their organization participating onsite with the Navigation Center included:

- Leadership, case management, forward movement
- Provide health services, return to downtown, support homeless
- Outreach to those that are currently seeking employment
- To meet clients where they are at. We would like to provide full services for safe guarding at-risk clients. Testing, NEX, Naloxone, PrEP access.
- Demonstrate solutions to our local challenges facing the unhoused.
- Addressing homelessness and housing needs
- Increase the homeless community's access to services, reduce barriers they encounter, and improve service provider collaboration.
- Access to primary care, OHP eligibility, access to Douglas County resources, access to clothes, hygiene products, showers, and laundry services.
- Wrap-around services and providing opportunities for the homeless to have hope.
- Christian outreach, support and peer advocacy
- To provide primary care and behavioral health services to the population served. We are also looking for ways to provide social determinants of health as part of our mission.

When asked if they were interested in leading the administration of the Navigation Center, three of the respondents said they were interested, while the other eleven were not interested. If an RFP was sent out, those three agencies would be notified to provide them an opportunity to submit a proposal. Several respondents felt that of existing organizations, the following had or could have the capacity to run the operations of the shelter: Max Stafford/Redemptive Ministries/Wheels of Hope, Onward, Dream Center, UCAN, Adapt and Rogue Retreat.

Five of the respondents felt they could contribute financially for ongoing operations of a shelter at the following levels, mainly through grants and other funding sources

- 1-5k a year (2 respondents)
- 5-25k a year (2 respondents)
- Over 25k (1 respondent)

Commissioner Pritchard said there were three take-aways from the survey: 1) there were existing groups out there interested in running a 24-hour operation/shelter; 2) there was the genesis for a revenue stream to provide an operating budget; and 3) there are other agencies that can provide support. In response to Chair Rich, Commissioner Pritchard explained there would be a separation of an administration center from the 24-hour operations of a shelter or camp. Commissioner Fieldman mentioned Speaker Kotek discussed what would constitute a low barrier shelter so a Navigation Center and camp

could be one in the same. He suggested looking at the short term and long term to set up something quicker. There could be multiple people running multiple sites so there could be a need for multiple groups running different locations. Chair Rich thanked Commissioner Pritchard for his time sending out the survey and putting together the results to share.

REQUEST FOR PROPOSALS FOR NON-PROFIT

Ms. Sowa reported that the City of Roseburg was the recipient of \$1.5M in state funds to establish and operate a Navigation Center/Emergency Shelter in Roseburg by June 30, 2022. HB2006 outlines the qualifications for the organization that will operate such a facility. The organization must be:

- (a) A local government as defined in ORS 174.116;
- (b) An organization with at least two years' experience operating an emergency shelter using best practices that is:
 - (A) A local housing authority as defined in ORS 456.375;
 - (B) A religious corporation as defined in ORS 65.001; or
 - (C) A public benefit corporation, as defined in ORS 65.001, whose charitable purpose includes the support of homeless individuals, that has been recognized as exempt from income tax under section 501(a) of the Internal Revenue Code on or before January 1, 2018; or
- (c) A nonprofit corporation partnering with any other entity described in this subsection.

The Commission agreed that sending out an RFP would be an appropriate way to find an organization to help get the Navigation Center up and running, and to operate it once opened. Staff reviewed documentation from other organizations and the requirements outlined in HB 2006 and incorporated them into the attached draft RFP. Much of the document was standard language required by statute or City policy. The main areas for consideration were the scope of work (Exhibit "C"), minimum qualifications (Exhibit "D", evaluation criteria (Exhibit "E") and any information that would be requested for submission as part of the response to the RFP. Staff was seeking input from the Commission regarding the content of the RFP and any suggested edits, modifications, or additions.

Commissioner Fieldman envisioned multiple organizations taking on different components. There could be one group interested in running an RV park while someone else may be more interested in a pallet shelter facility. He was not sure about one organization doing it all. Ms. Messenger said it would be difficult to manage more than one contract and the state funding coming was not large enough to split. They needed to start with something manageable. Commissioner Fieldman said one organization would be great, but did not know if there was one out there with that capacity. Ms. Messenger added the only barrier would be minimum qualifications from State law. Commissioner Fieldman agreed and said it was good to leave some flexibility to be able to respond and go in various directions depending on the realities.

Chair Rich explained someone had to coordinate the entire package. Ms. Sowa noted the RFP would be published and posted once it was finalized. There were a few things to adjust, but the typical process took 4-6 weeks for the bid process, then there would be

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interviews, a notice of intent to award and negotiations. It could take two to two and a half months to finish the process. Ms. Messenger said she hoped to bring that information to the October Commission meeting. In response to Chair Rich, Ms. Sowa said she would begin with staff as an overview committee and then bring recommendations to the Commission.

PROPERTY SEARCH UPDATE

Chair Rich provided an update on potential property locations for a Navigation Center. He had identified a few sites and received emails on possibilities to review. He found a location that seemed like an ideal site, but was not sure if it would be for sale. He planned to meet with the owner July 26, 2021 to discuss options. He wanted the Commission to know he was not publicly sharing potential locations to avoid pricing issues. There was a time to share, and that would be after working for the best property and price available to proceed.

AUDIENCE PARTICIPATION

No comments were received prior to the meeting.

BUSINESS FROM THE COMMISSION

No other business was presented during the meeting.

ADJOURNMENT

The meeting adjourned at 11:50 a.m.



Koree Tate
Management Assistant