



ROSEBURG HOMELESS COMMISSION AGENDA
MONDAY, FEBRUARY 27, 2023
Roseburg City Hall, Council Chambers
900 SE Douglas Avenue, Roseburg

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11:00 A.M. Regular Meeting

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:

| | | |
|-----------------------|------------------------|--|
| <u>Chair:</u> | Larry Rich | |
| <u>Commissioners:</u> | Shelley Briggs Loosley | Gregory Brigham (Adapt) |
| | Chris Boice | KC Bolton (Aviva Health) |
| | Brent Eichman (UHA) | Michelle Moore (Cow Creek Tribe of Umpqua Indians) |
| | Shaun Pritchard (UCAN) | |

III. APPROVAL OF MINUTES

- A. January 23, 2023 – Regular Meeting
- B. February 8, 2023 – Special Meeting

AUDIENCE PARTICIPATION – *Comments on Agenda Items Only can be provided in person during the meeting, virtually through Zoom, 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, February 24, 2023**. To provide comments via Zoom, contact the City Recorder's office at info@cityofroseburg.org to get the link to the meeting. Comments must include the person's name and address for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.*

*Each speaker will be allotted a total of **4 minutes**. All testimony given shall be new and not have been previously presented to Commission. A total of 15 minutes shall be allocated for the "Audience Participation" portion of the meeting.*

IV. DISCUSSION ITEMS

- A. Warming Center Update (Ruth Smith)
- B. HTAG Update (Janeal Kohler, HADCO)
- C. Navigation Center Construction Update (Ryan Herinckx)
- D. Navigation Center Operations Update (Erica Kimrey)
- E. Urban Campground Update (Larry Rich)

V. BUSINESS FROM THE COMMISSION

VI. NEXT MEETING DATE: March 27, 2023

VII. INFORMATIONAL

VIII. ADJOURNMENT

ATTACHMENTS:

Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act.

TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

**MINUTES OF THE ROSEBURG
HOMELESS COMMISSION MEETING
January 23, 2023**

A meeting of the Homeless Commission was called to order by Chair Larry Rich at 11:00 a.m. on Monday, January 23, 2023, City Council Chamber at 900 SE Douglas Avenue, Roseburg, Oregon.

ROLL CALL

Present: Commissioners Chris Boice, Shelley Briggs Loosley, Gregory Brigham, Brent Eichman and Shaun Pritchard.

Absent: Commissioners KC Bolton and Michele Moore

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

APPROVAL OF MINUTES

Commissioner Boice moved to approve the November 28, 2022 meeting minutes. The motion was seconded by Commissioner Briggs Loosley and approved with the following vote: Chair Rich; Commissioners Boice, Briggs Loosley, Brigham, Eichman and Pritchard voted yes. No one voted no.

AUDIENCE PARTICIPATION

No one came forward to address the Commission.

ADAPT DOWNTOWN SERVICES PRESENTATION

Jerry O'Sullivan, Chief of Regional Business Operations and Gene McVae, Director of Housing and Recovery Community Development, provided a presentation regarding Adapt services for the unhoused. Adapt provides services throughout southern Oregon with most staff in Douglas County. A map was provided showing numerous service locations that included youth services, a methadone clinic, Crossroads, Sobering Center, and newly purchased hotels with peer services to assist with housing needs and connecting people to services for employment, mental health, medical connections, health coverage and necessary skills for thriving on their own. Peers also visit homeless camps and provide information for their programs. They hoped to include a crisis hotline and look forward to future plans for a new 40 acre campus off Diamond Lake Boulevard near the Oregon Fish and Wildlife office that would be built in three phases with up to an 80-bed residential facility with detox and residential treatment.

Adapt Services wanted to keep people housed and work toward issues of referrals to necessary treatments. People chronically unhoused were not typically a good tenant and would need to learn the skills and environment to be a good neighbor and be part of a new community. The goal was to also connect people to all the social determinants of

III. A. APPROVAL OF MINUTES

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health. Each location with housing options would have peer services to assist with all features. The hotel on south Stephens Street had 12-15 beds and the larger hotel on the corner of Stephens Street and Washington Avenue had 50 units.

Commissioner Brigham explained they were working towards adding crisis resolution rooms by the Sobering Center to allow a transitional bed option for those who might only need a day or two. If someone needed the Crossroads services, but had nowhere to stay, that person could use a crisis room with support to the crisis team. Most times, if they could not find a person a place to stay when seeking treatment, they ran the risk of falling back into the environment from which they came. Post crisis peers were available and followed up with continued check-ins on those who were in crisis. Most peers were focused on substance use as the primary issue. Currently, they had 10 peers in the county. In response to Chair Rich, O'Sullivan explained the 40 acre location was out Diamond Lake Boulevard near the Gecko Storage facility. The acreage went up to the top of the ridge and they hoped to have recreational hiking and gazebos included. They planned to break ground at the property soon.

Chair Rich asked how a person would qualify to stay in one of the newly purchased hotels. O'Sullivan explained it was from early engagement or through treatment programs. They seek people interested in engagement and determine if they want to try a short term stay or just need a bed and shower. The chronically homeless was a main focus so they could have a safe place to go, live and allow them to make progress while becoming self-sufficient.

CONSTRUCTION CONTRACT AMENDMENT 3 FOR GARY LEIF NAVIGATION CENTER

Messenger explained the project was still in process to refine costs associated with Amendment No. 3 for the Gary Leif Navigation Center. The first amendment was small, the second was for asbestos and the third was for the renovation. Messenger wanted this item to go before City Council at their February 13, 2023 meeting and asked if the Commission would allow time to review figures and hold a special meeting within two weeks. Commission members agreed to a meeting via Zoom when the item was ready to be presented.

HTAG VERBAL UPDATE – JANEAL KOHLER

Kohler shared HTAG met December 28, 2022 with 18 members present. The Media Project Sub-Committee received the draft and were reviewing the footage. The video was created to show homelessness and the challenges. The Hastings Village in Sutherlin continued to progress, addressed challenges with the growing homeless population in Sutherlin, and received recent positive media attention in the news. Umpqua Hearts helped with the needs for 26 people in the camp. The City of Sutherlin was beginning to look at expansion options.

The Immediate Needs Sub-Committee discussed the need to streamline services or have a better network of resources available to minimize clients discovering supply and fund shortages after searching multiple options. The Housing Sub-Committee was in progress

for program development with local programs to provide accessory dwelling units to property owners willing to host a participant.

GARY LEIF NAVIGATION CENTER OPERATIONS UPDATE

Commissioner Prichard reported Erica Kimrey had been ordering supplies, writing grants to offset costs, and looking at other funding possibilities. The Point in Time Count was scheduled for January 26, 2023 with several partners helping to provide services on site and were meeting at the Presbyterian Church downtown. In response to Chair Rich, Commissioner Prichard explained this was a county-wide effort to see who was out there in the homeless population and could take a couple months to receive all the information gathered to review. Messenger added the City would not post any camp cleanups during that week to help with access without disruption or movement to new areas.

URBAN CAMPGROUND UPDATE

Chair Rich explained there was nothing new to report for the Urban Campground, but City Councilor Ellen Porter was scheduled to go to City Day at the Capitol with Commissioner/Councilor Briggs Loosley and City Manager Messenger. Messenger added they planned to meet with lobbyists because one challenge for an urban campground was liability coverage. If someone were to get hurt, that could open a potential lawsuit for the City. City Council was not willing to take on the liability so there needed to be an exemption to help protect the City. City Councilor Ellen Porter shared much of the funding that became available went to the larger metropolitan communities and excluded smaller communities and counties. She hoped by meeting with legislators a movement would be created to help rectify the issue and provide assistance for Roseburg.

Commissioner Eichman said Governor Kotek declared a state of emergency and wanted to know if that would help Roseburg with barriers to move more aggressively and if the Commission had an endpoint in mind. Messenger explained she had reached out to the Governor without a response at this time. Messenger wanted to get the concept out to the Governor and hoped it would help since Governor Kotek was instrumental in helping secure funds to start the Gary Leif Navigation Center. Commissioner Eichman said if there was a brief created of the objectives, he was happy to share those with colleagues in the legislature. Commissioner Prichard questioned if there would be insurance liability issues if a nonprofit managed the urban campground. Messenger confirmed the nonprofit would still be subject to the standard of \$2 million for commercial general liability and \$4 million for the umbrella liability. Nonprofits did not always have a lot of funding so it was important to still try to limit the liability to help encourage other groups to come forward.

JANET LAMM EMAIL

Chair Rich explained an email from Janet Lamm was included in the agenda materials. Lamm wanted to know if there was anything available to help families who were trying to find a family member out in the homeless community. Chair Rich questioned if Adapt had that type of service to assist. Commissioner Brigham was not aware of any type of registry or tracking and those being seen in their services would be protected by Health Insurance Portability and Accountability Act (HIPAA). Messenger added the Police Department could not be the provider or know who was on a list. Adapt could receive

information from law enforcement, but the information could not be shared from Adapt without approval from the client.

BUSINESS FROM THE COMMISSION

Commissioner Boice said this was his third meeting, he had gained a lot of knowledge, but with the continued blight in the community he requested clarification on the Commission's mission. The tents along bike paths were a problem. It seemed obvious to have a place where people could be, but the answer could possibly be about not moving them out of the alcoves and parks. Most of the homeless were to a point of losing their dignity. Sometimes the homeless were given too much for the name of compassion, but they also needed to be part of their own solution. He liked the idea of bringing blue trash bags for the homeless to use to clean up their areas in exchange for food or clothing. He wanted to see people include the homeless in solutions rather than providing handouts. Roseburg needed to get to a point where the community could feel safe again walking on the bike paths.

Chair Rich said it was critical for them to find a campsite, allow people to be off the paths, and have the parks return to how they once were. Commissioner Boice confirmed he had a list of potential properties, some were City or County owned, some were private and some were in the vicinity of the city. Commissioner Brigham agreed they needed a location where people could be directed. He did not have a lot of confidence it would solve all their problems, but they needed to keep sight of the strategic plan for a comprehensive approach. Commissioner Boice agreed it would be a milestone to have a camp and wanted to get their soon. It was difficult looking at the effect of people living out on the streets. He suggested looking at property at the north end of the Roseburg Regional Airport. It was fifteen acres, had some wetland issues, but seemed like a reasonable location.

Chair Rich explained the purpose of the Commission was to proceed with finding a location for a campsite. It was not an end point, but a major step in the process to complete. Without such location they were very restricted and agreed the sooner they found property the better. In response to Commissioner Boice, Wayne Ellsworth, Umpqua Hearts, confirmed he was currently working with Gordon Wood Insurance for his nonprofit to become insured. Commissioner Briggs Loosley noted the Commission first discussed a campground, but when funds were received from the State, the Commission shifted to a navigation center. It was now time to go back to finding a location for an urban campground. Commissioner Prichard added the Gary Leif Navigation Center was not only housing, but also wraparound services. They were currently limited by construction, but they planned to move forward with caseworkers to implement such services. Chair Rich said it would be a great facility when finished and looked forward to the success rate. Messenger shared she signed an agreement with OHCS for \$1.29 million for operations; an additional \$200,000 would be provided once they submitted information on culturally sensitive services.

NEXT MEETING DATE

Monday, February 27, 2023 in the City Hall Council Chambers

ADJOURNMENT

The meeting adjourned at 11:55 a.m.

A handwritten signature in blue ink that reads "Koree Tate". The signature is written in a cursive, flowing style.

Koree Tate
Management Assistant



**MINUTES OF THE ROSEBURG
HOMELESS COMMISSION SPECIAL MEETING
February 8, 2023**

A Special Meeting of the Homeless Commission was called to order by Vice-Chair Shelley Briggs Loosley at 10:05 a.m. on Wednesday, February 8, 2023 electronically via Zoom, Roseburg, Oregon.

ROLL CALL

Present: Commissioners Chris Boice, KC Bolton, Shelley Briggs Loosley, Gregory Brigham, and Brent Eichman.

Absent: Chair Larry Rich; Commissioners Shaun Pritchard and Michele Moore

Others Present: City Manager Nikki Messenger, Assistant City Manager/Recorder Amy Sowa, Community Development Director Stuart Cowie, Design and Construction Manager Ryan Herinckx, UCAN Alternate Commission Member Erica Kimrey and Management Assistant Koree Tate.

**GARY LEIF NAVIGATION CENTER RENOVATION PROJECT AMENDMENT 3 –
CONSTRUCTION 21GR30**

Herinckx explained amendment 3 to the Gary Leif Navigation Center included construction work to complete the renovations to allow congregate shelter and office space for wraparound services. As the project moved forward, additional value engineering and cost savings would be pursued. Amendments 1 and 2 totaled \$195,738 and amendment 3 was \$1,193,903.00 with a \$33,000 contingency. Staff would continue to work with the architect and contractor to reduce costs. In response to Commissioner Boice, Herinckx confirmed the contingency was 3% of the contract. Messenger added the total spent to date was \$634,376.00 for the property, pallet shelters, architect and first phases of the renovation. Commissioner Brigham noted the cost seemed higher than expected and asked if a preliminary budget had been provided. Herinckx explained the original cost was around \$800,000, but there was some damage to the building that required additional repairs. To answer Commissioner Boice, Messenger explained ARPA funds would be set aside in the amount of \$1.8 million to hold for operational expenses through 2024; additional funds would be needed beyond that.

City Councilor Ellen Porter reported she had been fielding questions from the legislature regarding the Gary Leif Navigation Center costs. Councilor Porter had been comparing services and found Roseburg to be on the very high end of the spectrum when other areas were able to accomplish similar programs for a fraction of the cost. Councilor Porter requested if Staff could provide more information when this agenda item was presented to City Council to include the overall cost of the project to date, including capital expenditures, operating expenses and a projection for the next 5 years to show from where the money would come.

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Commissioner Boice asked how confident the City was for the contingency to cover any change orders. Herinckx explained the contractor was confident and was the one to set the number due to the ability of being able to see the unknowns. Commissioner Boice suggested including a maximum not to exceed amount in the contract. Herinckx confirmed the contract would include such language for a guaranteed maximum price. In response to Commissioner Bolton, Messenger explained if the Commission did not recommend this to Council, it could go before Council stating it was not supported by the Commission. Council would have the option to reject the proposal, but would need to provide direction how to proceed. The Gary Leif Navigation Center was already in the demolition phase and they still had the fire life safety protocol to complete to operate a congregate shelter.

Herinckx explained a sprinkler system was necessary for people to sleep inside and the HVAC system was 26 years old and at the end of its useful life. Commissioner Bolton summarized they were advisory to Council and Council would make the final decision on this item. Commissioner Boice moved to recommend the City Council approve amendment 3 increasing the guaranteed maximum price by \$1,193,903.00 for a total of \$1,389,641.00. The motion was seconded by Commissioner Brigham.

Commissioner Brigham suggested when comparing to other cities to have an apples to apples view because facilities were not all the same and did not provide the same amount of services. Commissioner Brigham felt Staff had done due diligence during the bid process. Councilor Porter explained she had compared with cities for services and spoke with Erica Kimrey at length regarding the services being provided at the Gary Leif Navigation Center to use as a template. The Commissioners had the following vote: Vice-Chair Briggs Loosley; Commissioners Boice, Bolton, Brigham and Eichman voted yes. No one voted no.

NEXT MEETING DATE

Monday, February 27, 2023 in the City Hall Council Chambers

ADJOURNMENT

The meeting adjourned at 10:25 a.m.



Koree Tate
Management Assistant

Roseburg Homeless Commission Meeting
02-27-2023
HTAG Update

HTAG held their February meeting on February 22, 2023 with 17 members in attendance.

- HTAG Media Project Sub-Committee Update
A draft has been provided and subcommittee members are reviewing.
- Douglas centrally located Homeless Initiative led by the City of Sutherlin Update
The Hastings Village in Sutherlin is operating smoothly with positive feedback from the community. The various churches in Sutherlin have come together to support the campground and their joint effort with the City of Sutherlin is helping to provide a good foundation for the support (consistent meals and compliance of residents) of the urban campground.
- Immediate Needs Sub-Committee Update
Discussion was had on the need for a current resource list so advocates and clients don't have to drive around town for services/resources only to find out supplies and/or funds have ran out. Discussion was had on the need for places for people to charge their cell phones and also the need for fire prevention. HTAG members shared options for available resources such as, but not limited to the enclosed flyer for the ODHS Self Sufficiency Program monthly gathering. The warming center has been operating during the colder weather with the help of volunteers and community members.
- Housing Sub-Committee Update
Program development is in progress for local programs which would provide accessory dwelling units to property owners willing to host a participant.

First Thursday

A monthly gathering of community resources
at the ODHS Roseburg office (W Harvard Ave)
on the first Thursday of each month

Thursday, March 2nd
10AM- NOON

- **Cascades Coffee House** our friendly neighbors next door will be on site providing fresh, hot coffee! Water, tea and small snacks will also be available
- **Feeding Umpqua and UC VEG** on site providing an abundance of food to take, fresh & tasty samples and recipes that share easy ways to cook these foods!
- **UCAN Homeless Outreach & Gary Leif Navigation Center** on site providing homeless resources including free tents, tarps, emergency blankets, hygiene kits, pet food, hats, beanies, GLNC applications for shelter, mail and ID assistance
- **ADAPT & Umpqua Health Alliance (UHA)** on site offering their mobile shower & laundry trailer, available for immediate hygiene needs on a first come, first serve basis
- **HIV Alliance** on site with fentanyl testing strips, naloxone resources and wound care
- **Free clothing for men, women and children** including gently used jackets, sweatshirts, jeans, shirts, and shoes
- **Other providers include:** OHOP Housing, Onward Roseburg, UHA, WorkSource Douglas, Veteran Employment Services, UVDN, Safe Haven, Peace at Home, FARA | Safe Families, Saving Grace Pet Adoption

Questions? Contact Kathryn Garland at kathryn.i.garland@odhs.oregon.gov

738 W Harvard Ave Roseburg OR 97471

ROSEBURG HOMELESS COMMISSION AGENDA ITEM SUMMARY



GARY LEIF NAVIGATION CENTER REMODEL UPDATE

Meeting Date: February 27, 2023

Agenda Section: Discussion Items

Department: Public Works

Staff Contact: Ryan Herinckx, Design/Construction Mgr.

www.cityofroseburg.org

Contact Telephone Number: 541-492-6730

ISSUE STATEMENT AND SUMMARY

S+B James has reviewed and signed Amendment #3 –Construction Phase to the CM/GC contract. Renovation work will begin in the north half of the building starting on Monday, February 27, 2023. Construction work will start with structural upgrades to the mezzanine floor and openings for the new HVAC roof top units. Work will also begin on the exterior of the building with removal of the remaining chain link fence and installation of the new fire service line.

On February 9, 2023, City Staff and S+B James elected to reject all bids received for framing, sheet rock and painting and issued notice of rebidding to plan centers. Bids are to be turned in to S+B James on Tuesday, February 28, 2023.

Contractor is expecting to complete improvement in the north half of the building the first week of April. The completion of both phases of the project is anticipated for the end of June.

ATTACHMENTS

None