

## Meeting Summary

Meeting: Housing Bond Oversight Committee Meeting  
Date/time: Wednesday, December 7, 2022, 9:30 AM – 11:30 AM  
Place: Virtual meeting (Zoom)  
Purpose: Share the project pipeline data to date, revisit post-completion reporting data and what's to come, sharing equitable lease up strategies and future planning, update on 2023 calendar and member changes.

### Attendees

Kira Cador (she/her), Brandon Culbertson (he/him), Melissa Erlbaum (she/her), Co-chair Jenny Lee (she/her), Ann Leenstra (she/her), Mara Romero (she/her), Co-chair Steve Rudman (he/him), Trinh Tran (he/him), Juan Ugarte Ahumada (he/him), Tia Vonil (she/her)

### Absent

Mitch Hornecker (he/him), Karen Shawcross (she/her), Andrea Sanchez (she/her), Nicole Stingham (she/her)

### Metro

Ash Elverfeld (they/she), Emily Lieb (she/her), Jimmy Oporta (he/him), Patricia Rojas (she/her)

### Facilitator

Ben Duncan (he/him)

*Note: The meeting was recorded via Zoom and therefore details will be focused mainly on the discussions, with less detail in regards to the presentations. Presentation slides are included in the archived meeting packet.*

### Welcome and introductions

Co-chairs Steve Rudman and Jenny Lee welcomed the Committee to the meeting.

Ben Duncan facilitated introductions between members.

Members approved the meeting summary from November 9, 2022.

### Conflict of interest declaration

Melissa Erlbaum shared a potential conflict of interest.

Co-chair Lee shared a potential conflict of interest.

### Public comment

No public comment received.

### Presentation and discussion: pipeline analysis

Emily Lieb, Affordable Housing Program Manager, Metro, gave an update on the current production pipeline and shared what progress is underway and the amount of resources committed to future work. She also detailed the spend down of the \$273 million remaining funds. Emily announced that production is forecasted to exceed unit goals and she shared the timeline for Metro's disbursement of funds.

Co-chair Rudman acknowledged that exceeding the goal is a big deal.

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Kira Cador asked how much has been funded per unit to date to calculate the total unit forecast and what is the per unit cost of remaining units?

*Emily replied that Metro can follow up with an answer. She noted that in some cases jurisdictions share what can be expected, and in others, Metro makes conservative calculations.*

### **Presentation and discussion: project outcomes reporting and evaluation framework**

Emily presented on the purpose of post-completion reporting. She noted that in February, Metro will share more information around metrics, data, and equitable lease up strategies. She said the purpose of post-completion reporting is to evaluate program outcomes for advancing equity and to analyze data trends for future planning. Emily then detailed the metrics and use of Certification Office for Business Inclusion and Diversity (COBID), workforce, and occupant data and reporting requirements.

Jimmy Oporta, Housing Analyst, Metro, shared the post-construction reporting status for six projects that have reached the COBID and workforce data reporting requirements. For the projects with incomplete or missing data, Metro has requested that data before the end of year to be included in the annual report. Jimmy noted that only three projects have shared post-occupancy data reports since it's optional. The hope is that in the future jurisdictions require post-occupancy data and share the reports with Metro.

Emily covered next steps which include fine tuning reporting requirements; a preliminary analysis on contracting, workforce, and fair housing outcomes as part of the 2022 annual report; and Committee feedback on demographic and context data.

Kira reflected that she understands the challenges with real time reporting and pointed out that for three jurisdictions there are no demographic reports on projects that have been completed for over a year. She asked why the data collection is challenging. Kira noted that if jurisdictions aren't receiving reporting data from project managers, it could be because the project lacks funding or capacity to hire.

*Jimmy replied that no reporting form existed at the beginning of this effort, and it had to be developed. He noted some jurisdictions have purchased workforce data tracking software and Metro has offered jurisdictions technical assistance funding, but the root problem is capacity. Jimmy shared that of the workforce reports received, the outcomes look promising as 42% of workforce hours are going to people of color. Metro is working on fine tuning calculations and accuracy.*

*Kira followed up by asking if Metro could send the report examples shared with the Committee to the general contractors (GC) to fill out directly as there could be a disconnect between jurisdictions and the GC.*

*Emily shared that was Metro's intention but, in some cases, jurisdictions want to monitor reports closely and there have been a range of approaches. Emily stated that the jurisdictions will be attending the Committee's March meetings and can speak directly on this issue.*

Melissa Erlbaum shared that reporting should be a contractual requirement.

Co-chair Rudman agreed and said that while there are inter-governmental agreements (IGAs) between Metro and jurisdictions, there are also contracts between jurisdictions and

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developers/GCs. He suggested that utilizing contracts between jurisdictions and developers/GCs could be an opportunity for midcourse correction and money or assistance could be focused there.

Brandon asked if a GC tool kit could be helpful so there are professional learning opportunities if contractual accountability is not feasible. He agreed with others that it's important to create scaffolds of support.

*Emily responded that they've asked jurisdictions what capacity is needed for them or their contractors. From that ask, two technical assistance grants were given; Clackamas County received data software and Washington County with LatinoBuilt helped firms navigate through the COBID certification process. The general response was a lack of capacity among local implementation partner jurisdictions to receive funding, connected to broader challenges associated with the program's 5% Administrative Funding cap shared across jurisdictions.*

Kira shared that a lesson learned would be to not issue a final payment to the GC until a final data report has been shared.

*Emily noted that due to the decision to move forward quickly and with the administration funding cap, Metro's IGA with partners establish requirements for jurisdictions to collect and report on project outcomes data such as demographics, but does not provide specific direction for how these expectations are translated into the funding contracts between the local jurisdictions and developers/GCs. She shared this would be a great question to ask the jurisdictions when they attend the spring meetings.*

Mara Romero reflected on the similarities of the disability justice movement and that it can be hard to depend on organizations to implement something unless it's a requirement or profitable. Overtime, it'll become a best practice to implement voluntarily, but until then there should be requirements.

Tia Vonil noted that tracking data is important for the Committee's values to lead with equity and that making recommendations doesn't always lead to result. The recommendation must be built into an accountability structure. Workforce and occupancy data are important and there is no guarantee that this years data can be recovered, which is a missed equity opportunity.

Kira shared that from a private developer perspective, they require the GC to report data monthly and there must be a final data report before final payment is given.

Mara stated that getting real time data would allow the Committee to understand what next steps should be and would build trust with jurisdictions.

Co-chair Rudman sensed that this issue is important for the Committee and that there is a need to be accountable for dollars publicly. He noted that the IGAs may not reference this requirement and recalled that there is a 1% contingency fund that could be used for this topic. Co-chair Rudman requested if Gresham could share more information about their model.

*Patricia Rojas, Regional Housing Director, Metro, shared that Metro staff will look into what is possible with IGAs and with partners. Next steps would be to continue this conversation in February and include more voices.*

Mara remembered that there was a previous conversation on the low number of COBID certified contractors.

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*Emily replied that Metro hears consistently that there are issues about getting firms who qualify for COBID certification to apply.*

*Jimmy noted that the Committee discussed this a year ago and noted that a consistent theme is the limited pool of Black, Indigenous, and People of Color (BIPOC) firms and workers. Many minority owned businesses shy away from the COBID certification process. Washington County has asked about ushering businesses through the process, but the real issue lies in increasing the BIPOC trade workforce.*

Co-chair Rudman shared that a previous committee member, Manuel Castaneda, was specific on how difficult the COBID certification process was. There is a need to have another bond on building capacity and making the COBID certification process easier. He noted that these are systemic issues and it's important to lead with racial equity.

Co-chair Lee noted that Nicole Stingh wasn't able to make it today and wondered if the State was tracking this issue and identifying advocates.

Tia shared that there are not enough COBID certified firms in general and the best way to increase that number is to pay prevailing wages. She shared her experience with prevailing wage work and how it increases opportunities for entrepreneurship and growth.

*Emily replied that Metro has been gathering and tracking prevailing wage information at both State and Federal levels and this information will be in the annual report. She noted that it's not an IGA requirement.*

Co-chair Rudman reflected that it can be complicated to pay federal Davis Bacon prevailing wage for developers because it adds to project costs. He noted it's a complex problem, but Metro should consider it and that the bond could go towards funding prevailing wages.

Kira said it makes sense for prevailing wage to be included in project operations. She suggested the Committee consider project five-year cash flows and if property managers have long term support.

*Patricia mentioned that it's important to rethink conversations around goals since advancing racial equity will cost money and there is a need to remove systemic barriers.*

Brandon asked how data questions are being framed regarding Native American populations. He noted that percentages can be incorrectly skewed due to the way questions are asked, especially since tribal affiliation isn't race or ethnicity.

*Emily replied that Metro has shared the question form for review and aligned demographic categories with those used in other Metro forms.*

*Ben reflected that it doesn't sound like Metro is collecting tribal affiliation data.*

*Brandon shared that tracking tribal affiliation will be beneficial when looking at culturally significant numbers and that it's important to demonstrate services provided. He also suggested tracking languages spoken.*

*Ben noted that it's important to be mindful about data gathering as sometimes the way data is collected can make some categories invisible.*

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Ben reflected on the discussion as a whole and transitioned to the next agenda item.

### Committee member changes

Ash Elverfeld, Housing Program Assistant, Metro, announced that three committee members, Melissa, Tia, and Mitch Hornecker will complete their service in January.

Councilor Christine Lewis extended thanks and appreciation on behalf of Metro to Melissa, Tia, and Mitch's work on the Committee.

Co-Chairs Rudman and Lee shared their gratitude for the expertise and insight Melissa, Tia, and Mitch brought to the committee.

Tia and Melissa thanked everyone for their kind words and shared they are excited to leave the Committee while it's on track to exceed goals.

Mara asked how the recruitment process for new members is moving forward.

*Ash replied that Metro is focusing on recruitment in the Clackamas County based on a review of committee makeup that showed a lack of geographic representation from there and that a targeted recruitment is underway.*

### Next steps and 2023 committee meeting calendar

Ash detailed the 2023 calendar.

Co-chair Rudman thanked everyone for the great meeting.

Next steps include:

- Metro sharing the forecasted per unit pipeline calculations.
- Metro researching what is possible for data reporting accountability with IGAs and partners.
- The Committee continuing the outcomes reporting discussion in February and having the jurisdictions available for questions in spring.

### Adjourn

Meeting adjourned at 11:30 a.m.