

Tri-County Planning Body Meeting Summary

Meeting: Supportive Housing Services Tri-County Planning Body Meeting
Date: Wednesday, May 10, 2023
Time: 4:00 PM – 6:00 PM
Place: Metro Council Chambers, 600 NE Grand Ave, Portland, OR 97232 and Zoom Webinar
Purpose: The Tri-County Planning Body (TCPB) will approve Goal B, Employee Recruitment and Retention, align and approve meeting length and cadence after June 2023, and receive an update from the Supportive Housing Services Oversight Committee.

Member attendees

Co-chair Eboni Brown (she/her), Co-chair Matt Chapman (he/him), Mercedes Elizalde (she/her), Yvette Hernandez (she/her), Monta Knudson (he/him), Nicole Larson (she/her), Michael Ong Liu (he/him), Sahaan McKelvey (he/him), Steve Rudman (he/him)

Absent members

Zoi Coppiano (she/her), Cristina Palacios (she/her), Mindy Stadlander (she/her)

Elected delegates

Washington County Chair Kathryn Harrington (she/her), Multnomah County Commissioner Susheela Jayapal (she/her), Metro Councilor Christine Lewis (she/her), Clackamas County Chair Tootie Smith (she/her)

County staff representatives

Clackamas County – Vahid Brown (he/him), Washington County – Jessi Adams (she/her), Multnomah County – Yesenia Delgado (she/her)

Metro

Abby Ahern (she/her), Nui Bezaire (she/her), Liam Frost (he/him), Patricia Rojas (she/her)

Kearns & West Facilitators

Ben Duncan (he/him), Ariella Dahlin (she/her)

Welcome and Introductions

Ben Duncan, Kearns & West, welcomed the Tri-County Planning Body (TCPB) to the meeting and reviewed the agenda. He also reflected that based on survey results there will be a slight change in facilitation style to remind Committee members to stay on topic and at a high level of discussion.

The TCPB approved the April Meeting Summary.

Public Comment

Molly Hogan provided public comment.

Cole Merkel provided public comment.

Deanna Dalton provided public comment.

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Staff Updates

Liam Frost, Metro, provided an update that Metro Council approved the reappointment of the eight committee members whose terms were up and that the housing department is hiring two full-time employees. He shared that county and Metro staff have begun work on work plans and groups for the approved TCPB goals, including a standing meeting with Health Share of Oregon regarding Medicaid waiver alignment and exploring concepts for technical assistance. He stated that for landlord recruitment Metro has developed a project scope regarding Focus Strategies to achieve recommendations. Liam shared that Metro would come back in the next few months with more detail and decision points.

Washington County Chair Kathryn Harrington thanked Liam for sharing how staff will go about the work while noting that the TCPB's work is to set the goals and objectives and ask staff to do the work.

Finalize Goal B, Employee Recruitment and Retention

Ben Duncan, Kearns & West, reminded the TCPB about the Body's previous discussions on this goal and noted that this is the first time the TCPB had a work session.

Co-chair Eboni Brown thanked those who attended the work session and shared out an overview of the work session. She shared that the work session group decided that to make Employee Recruitment and Retention Goal A successful, Goal B should become a recommendation under Goal A. The recommendation language is "Within each Supportive Housing Services (SHS)-funded agency, monitor the distribution of pay from lowest to highest paid staff to ensure improvements in pay equity."

Mercedes Elizalde remembered that at the previous meeting, Liam Frost, Metro, mentioned that the Goal B language was originally from a metric in the work plan, so to make it easy to compare across the board, the work session group thought it should be a recommendation under Goal A.

Nicole Larson added that the work session group changed the language to clarify that the recommendation is specifically talking about distribution of pay in SHS-funded agencies, rather than individuals.

Sahaan McKelvey asked if this would change the language of Goal A.

Ben Duncan, Kearns & West, clarified that the Goal A language would stay the same as previously approved, and this recommendation would fall under Goal A.

The TCPB unanimously approved the recommendation.

Proposed Meeting Calendar

Abby Ahern, Metro, shared that the charter states meetings are to take place monthly until June 2023, then the TCPB shall re-visit and re-adjust on an annual basis. She noted that since the TCPB has approved goals, the focus will shift from a deliberation phase to an action phase.

Washington County Chair Kathryn Harrington asked what the relationship between the SHS Oversight Committee and TCPB was, and how the TCPB's process work in terms of ensuring that the Oversight Committee knows what the TCPB is hoping to move forward with.

Co-chair Eboni Brown replied that later in the agenda there will be a presentation from the Oversight Committee explaining the relationship and development approvals.

Ben Duncan, Kearns & West, added that the question about the relationship will be addressed in the next section, but there is the question if TCPB meeting cadence would be impacted by its relationship with the Oversight Committee.

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Liam Frost, Metro, added that Metro is building up connections between the two bodies and is identifying ways to keep them connected, including co-chair meetings with the bodies and membership overlap.

Abby Ahern, Metro presented the meeting cadence survey results and options.

Co-chair Eboni Brown asked if the minimum allowed absences would stay the same if the TCPB switched to bi-monthly and noted that if it were, that would be 50% of meetings.

Abby Ahern, Metro, replied that the Charter states that if a member misses 3 meetings, they may be asked to step off the TCPB. The Metro team agreed to discuss internally whether any changes would be made to the Charter.

Ben Duncan, Kearns & West, clarified that for this discussion, the TCPB would assume the Charter language would remain unchanged for the time being.

Monta Knudson shared he had to leave at 5 pm for another meeting but voted to keep the meeting cadence as is.

Sahaan McKelvey stated that three-hour bi-monthly meetings would be difficult to remember previous conversations and to actively participate. He added that he would be open to work groups if the TCPB went towards bi-monthly meetings.

Steve Rudman agreed with Sahaan McKelvey on having work groups if the TCPB decided to meet bi-monthly. He stated that his priority is getting results and work completed, and meeting bi-monthly may give Metro staff more time to do the work.

Nicole Larson stated that she prefers monthly meetings for continuity and momentum and noted that bi-monthly meetings would reduce the time convened by 25%.

Mercedes Elizalde liked the idea of workgroups for bimonthly meetings but would prefer meeting monthly. She added that workgroups allow members to engage specifically where their expertise lies.

Co-chair Matt Chapman agreed with Mercedes Elizalde's comments regarding workgroups and shared his concern about giving Metro staff enough space to get the work done, which is why he prefers meeting bimonthly, but noted he is open to meeting monthly.

Multnomah County Commissioner Susheela Jayapal stated that there is a feeling of urgency from the community to see progress on the work, which is why she prefers meeting monthly. She noted a lot can happen in two months and that a workgroup only makes sense if it's organically created for a specific thing that needs to be addressed.

Ben Duncan, Kearns & West noted that Metro describes it as a "work session" rather than a "workgroup".

Abby Ahern, Metro, shared that the staff recommendation would be to meet bi-monthly to allow staff to focus on the work. She noted that the nature of TCPB's work is shifting and staff feel that a bi-monthly meeting would allow for more progress in between meetings to share recommendations. She noted that Metro is open to work sessions or check-ins in between meetings.

Washington County Chair Kathryn Harrington stated that she has not liked bi-monthly meetings from past experiences and that a three-hour meeting would be harder to commit to. She added that she does not like work groups, but likes the idea of specific work sessions when needed. She suggested that if staff need a chunk of time to do the work the group could take the summer off and then reconvene monthly.

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Clackamas County Chair Tootie Smith supported monthly meetings and that the commute time from Washington and Clackamas counties is considerable.

Yvette Hernandez stated that monthly meetings are good to continue to build relationships and noted that later down the line if the TCPB feels that it's meeting too frequently, they can reassess.

Michael Liu agreed with continuing monthly meetings as there is a lot of work to do and suggested potentially using meeting time differently. He stated that the TCPB came up with five goals and meeting monthly is the next iteration of the next phase.

Liam Frost, Metro, shared that meeting monthly will mean that some of the work will slow down since there are six bodies of work and two lead staff. He noted that it is okay if the work takes longer but wanted to be transparent.

Sahaan McKelvey shared that while he trusts Metro staff, he does not trust the government entity as a whole and feels that the TCPB needs to meet monthly to check in on work direction.

Co-chair Matt Chapman reflected that he learned a lot from the conversation and now thinks the TCPB should meet monthly and consider ways to identify reducing meeting prep burden on staff so they can focus on the work.

Co-chair Eboni Brown suggested meeting monthly and receiving presentations on what successful programs look like.

Patricia Rojas, Metro, reflected that she is hearing that the TCPB is committed to moving the work forward while being mindful of staff capacity. She reiterated that staff will honor meeting monthly but wanted to be honest and transparent that the tradeoff will be that the work is completed slower.

Washington County Chair Kathryn Harrington stated that the SHS Oversight Committee is waiting for the TCPB to its work done, and to make sure work is moving forward the TCPB needs to meet monthly.

Sahaan McKelvey suggested rotating the location of the meetings to give everyone a chance to come in person.

The TCPB approved to continue the monthly two-hour meeting cadence.

Voted in favor of monthly meetings: 12

Voted in favor of bimonthly meetings: 1

Abstained: 0

Supportive Housing Services (SHS) Oversight Committee Update

Nui Bezaire, Metro, gave a presentation on the SHS Oversight Committee and detailed its role, duties, and relationship with the TCPB. She gave an overview of the SHS Oversight Committee's timeline for its final annual report and shared its draft recommendations.

Washington County Chair Kathryn Harrington stated that the SHS Oversight Committee would want to hear from the TCPB on its regional coordination progress before the SHS Oversight Committee begins to work on its second annual report. She asked how the TCPB will move from its goals and recommendations to the next step.

Liam Frost, Metro, replied that staff provides updates to the SHS Oversight Committee on TCPB goals and that there are regular meetings with the co-chairs of both entities. He stated that the obligation of the SHS Oversight Committee is to approve the TCPB regional plan.

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Co-chair Matt Chapman noted that the SHS Oversight Committee process is to review and the TCPB process is to create, which are fundamentally different processes. He noted that he does not think the TCPB will be in a position to implement six goals by July as they are complex and will take some more time.

Nui Bezaire, Metro, clarified that the July deadline is a check-in to then develop a timeline and that there is no expectation of goal completion at that time.

Patricia Rojas, Metro, added that the TCPB would bring high-level timelines and next steps for each recommendation to the SHS Oversight Committee in July. She added that the plan itself would take more time to develop but that process will be stewarded by the TCPB, staff, and a consultant. be siloed.

Nicole Larson asked if the SHS Oversight Committee's draft recommendations were based on reading the annual reports.

Nui Bezaire, Metro, responded that the SHS Oversight Committee drafted its recommendations on the first year of operations annual report.

Co-chair Eboni Brown noted that the co-chairs of each entity are committed to communicating with each other regularly.

Closing

Co-chair Eboni Brown thanked everyone for joining.

Decisions

The TCPB approved the following:

- Recommendation for Goal A:
 - Within each SHS-funded agency, monitor the distribution of pay from lowest to highest paid staff to ensure improvements in pay equity.
- Continuing a monthly two-hour meeting cadence.

The next steps include:

- June 14th meeting, 4-6 pm.

Adjourn

Adjourned at 5:40 pm.