



# Portland Housing Bureau

**Portland Housing Advisory Commission**  
**Tuesday, June 4, 2013**  
 3:00 p.m. – 5:00 p.m.  
 Portland Housing Bureau  
 421 SW 6<sup>th</sup> Ave, Ste 500  
 Portland, OR 97204

- ✓ = PHAC public member action item
- ▶ = PHB staff member action item

## Meeting Minutes

**Members Present:** Jesse Beason, Rey España, Marc Jolin, Carmen Rubio, Shannon Singleton, Christine Lau, Elisa Harrigan, Deborah Imse.

**Members Excused:** Sarah Zahn, Carter MacNichol, Andrew Colas.

**Staff Present:** Traci Manning, Daniel Ledezma, David Sheern, Leslie Goodlow, Liam Frost, Kate Allen, Jacob Fox.

Agenda Item	Discussion Highlights	Outcomes / Next Steps
<b>Welcome &amp; Review Meeting Purpose</b>	Jesse Beason welcomed everyone to the June PHAC meeting. He noted that Sarah Zahn has accepted a new position with Gerding Edlen, but will be staying on as a member of PHAC. He will also be leaving Proud Ground, but will be staying on as a member of PHAC, as well. There is a new member, Colin Rowan, who will begin attending next meeting. JOIN will be hosting a PHAC barbeque in July and there will not be a meeting in July.	
<b>Review April Minutes</b>	The minutes from the April and May PHAC meetings were reviewed and approved. Marc Jolin made the motion to approve. Deborah Imse seconded the motion.	✓ Minutes approved
<b>Public Testimony</b>	No public testimony.	
<b>Budget Update</b>	Traci Manning apprised the PHAC on the assigning of the Bureaus and gave a budget update. The new PHB Commissioner is Dan Saltzman. Former Commissioner-in-Charge Nick Fish is still passionate about housing and will still be a passionate advocate. On May 29 <sup>th</sup> City Council passed the “approved” budget. Later that same day PHB found out it would be receiving more federal funding due to several factors: an overestimate of sequestration, an increase from the Community Development Block Grant and CDBG funds that were set aside for disaster that were not used, and that the allocation is determined by poverty levels and poverty has increased in Portland. The Community Development Block Grant Project went	

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	<p>up by \$1.2 million dollars. Home dollars (Bricks and Sticks) went up by \$200,000. HOPWA increased by \$35,000. Unfortunately, one area decreased and Emergency Solutions Grant went down by about \$140,000. Managers are looking at the highest priority items to add back that had to be cut due to the decrease in federal funding, and “backfilling” the Emergency Solutions Grant. The Budget Council Office and Mayor’s Office were immediately informed of the increase in funds received.</p>	
<p><b>PHB Equity Agenda</b></p>	<p>Daniel Ledezma provided an overview of the Equity Agenda. The goal is to strengthen partnerships and begin seeing some equity results as equity becomes more of a “buzz” in the industry. PHB has been looking at internal equity by taking a hard look at training, hiring practices, and relationships with partners. We have good advocacy work happening around fair housing with our Fair Housing Advocacy Committee, moving forward with testing, and a great Awareness Campaign. A PHB Equity Council was formed and staff members volunteer on the Citywide Equity Council, as well.</p> <p>Kate Allen revisited the PowerPoint Presentation from the recent Equity Forum. The data provided in the presentation reflected the information from last year’s contracting season. The questions asked of the contractors were to help find out what was going on in the field and with our board members. Close to 30 organizations were covered in the study.</p> <p>Elisa Harrigan – Do you do a measurement of population specific organizations, too, such as veterans and peoples with disabilities?</p> <p>Kate – Yes, it is important, but our primary focus has been on race/ethnicity, but moving into next year we are asking ourselves how we can increase inquiry around other groups.</p> <p>Kate gave an overview of the data that was analyzed from the responses of the contractors about the composition of their boards and agencies and their equity goals/policies. It was found that many contractors had generalized equity statements and were on the right track. There was sufficient reporting on the partnerships that contractors have with other equitable organizations.</p> <p>Daniel provided PHAC with the latest revision of the Equity Goals Framework. PHB is trying to apply more discipline to what the outcome is that this organization wants to achieve and how to measure these specific outcomes. Hoping that this framework with help provide the North Star for ourselves and our contractors. PHB worked with a subset of PHAC to help</p>	

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	<p>define these goals. Last year’s equity plan was focused on what our goals would be. Now we want to look at our goals in terms of access and outcome. PHB would like to hold contractors accountable for improving performance and ensuring that the people they serve succeed. We would like to take these equity goal concepts and implement them into future contracts. In addition, we would like to start publishing past performance and a roadmap of each program area on PHB’s website.</p> <p>Daniel asked for thoughts and feedback on the Equity Forum and the Equity Goals Framework. No feedback was given.</p> <p>Elisa – I have a concern with outcome. It would be great to see 50% success rate scenarios, but we should look at policy barriers. These policy barriers can prevent clients to succeed. There are other elements besides our services. We may need to do some research and work to see what these barriers are in determining if a partner is successful.</p> <p>Daniel – Based on past performance and what our expert staff/partners thinks is possible for the year, we can adjust goals.</p> <p>Traci – Contracts will continue to require quarterly reportings. Our contract managers are consistent about understanding that our community partners know what is going on in the field. If we do not end up hitting the standard outcomes that our partners will explain to us why that is and we can make adjustments.</p> <p>Jacob – Contractors are in different places based on type of work. There is a lot of work to be done on the homeownership side and refinement on the ending homelessness side.</p> <p>Marc – As for us, we are quarterly looking at outcomes and comparing it to what is happening on the streets. For us it will continue to be an engaged and active process. We are looking for partnerships and referral sources and different ways to provide services if we are not seeing good outcomes. We make adjustments on our work to fill the gaps.</p> <p>Rey España – My concern is the sense of urgency surrounding this process. At some point enough is enough. Equity is intentional. You need to close disparities with a sense of urgency. I do not see accountability in the framework and provided documents. Do not just do the analysis, but what are the results of that effort? The issue is timelines, commitment and accountability to close the disparity. The challenge is identifying the process and the</p>	

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	<p>goodwill. Disinvest in organizations that do not share in the same equity goals. PHB is a leader and needs to demonstrate how the contractors and agencies are closing these gaps.</p> <p>Daniel – This is something that would be good to get PHAC’s thoughts on. We have intentionally moved away from disinvesting organizations not succeeding with equity because we believe that everyone can follow our goals and framework with time. We need everyone to help improve this community and equity can be built into performance. We feel everyone has something to offer to this. If we exclude an organization then we do a disservice to the community. We have to be careful and pay attention to legal ramifications, as well.</p> <p>Shannon Singleton – Both points of view make a lot of sense. There is the reality of risk management with PHB and a sense of urgency as a public member. You cannot pick one side, but see how each has a valid point.</p> <p>Marc – I feel the urgency around this and investment priority around culturally specific programs. There are two pieces to this equity conversation, and they overlap. The second half of this conversation we have not had yet.</p> <p>Jesse – Are we hearing that there is no intention to shift investments over time from organizations that do not succeed or meet performance standards? Would you consider doing that after giving a fair amount of time to improve upon performance?</p> <p>Daniel – I think we could do this in both ways. There is long term thinking about what investments look like. For example, with the NOFA is a competitive process that promotes higher performance.</p> <p>Traci – Every team on PHB has talked about competitive processes. Each team is doing something different. The short answer is, yes, but it won’t be an easy process and will be tied to the community each program participates in.</p> <p>Jesse – We need to be intentional about the fact that partnerships are not build in just a few months. Building meaningful partnerships with communities of color takes a long time.</p> <p>Elisa – Are all the PHB programs at different points in readiness?</p>	

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	<p>Daniel – It depends. There is a lot of diversity between the programs. Each program is set up differently on how each reports data.</p> <p>Jacob reported on the MWESB data and noted how challenging it is to capture baseline data with different systems being used between the different programs at PHB.</p> <p>Nate McCoy described the framework of the MWESB document. The data was presented in chronological order beginning with the 2008 NOFA. There is more MWESB data provided on rehabilitations and not on new builds. The desire is to find more of these businesses with the design builds and not just rehabilitations. For example, Gray’s Landing discussed goal setting and during planning they went back to push a little further to raise numbers. The provided list of MWESB data would be put on the website to provide a quick resource for people to access.</p> <p>Betty Dominguez, Home Forward – Looking at the MWESB data (provided in the meeting materials), I just wanted to remind everyone that we take our work very seriously. We are one of PHB’s top borrowers and always ensure that our projects are at least 20% of MWESB. My hope is to work with you to reflect more accurate numbers for Home Forward because it looks as though some of the numbers on the MWESB data are incorrect. Additionally, 58% of Home Forward staff have been our own residents or have qualified at some point for housing assistance.</p> <p>Daniel – When looking at the MWESB data and NOFA data from 2008 to 2011 it does show that, overall, we are headed in the right direction. We are starting to look at what needs to be tackled next. What do you all know about Disadvantaged Business Enterprises (DBE)?</p> <p>Deborah – Why have some entities made the change from MWESB to DBE? Is there more flexibility?</p> <p>Daniel – Yes, more flexibility.</p> <p>Nate – It is a federal funded program with different parameters. We would need to read the literature first before being able to compare. I do not see our process as broken, it just needs some improvements.</p> <p>Marc – Perhaps the goals should not be to adopt the DBE business model, but to mold our</p>	

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	<p>current model after it.</p> <p>Rey – This is a lot of great information. The challenge is to be as provocative as possible and allow ourselves to explore. What about raising the floor of 20% workforce participation to exceed the 20% and not just try to reach it. This is important to look at.</p> <p>Jesse – Sometimes these numbers can be misleading. At Proud Ground, we have seen female contractors who cut the check, but the work itself is performed by men. We, also, see people that do not want to get certified, but fit into the MWESB model.</p>	
<b>Title VI Plan</b>	<p>Shoshanah Oppenheim, ADA Title II Program Manager for the City of Portland, provided PHAC with an overview of the Federal regulations and protections of Title VI of the Civil Rights Act of 1964. Title VI being the local government obligation to provide fair access to everyone. Equity is at its core. Shoshanah makes sure the City is in compliance of Title VI and the environmental justice policy. The environmental justice policy sets forth that there should be a just distribution of benefits and burdens of decisions and actions. No one group should have an unfair amount of harmful environmental consequences due to governmental policies.</p> <p>The next steps in the process are to inform the public, train City Staff, continual reporting, post non-discrimination policy, and develop a Limited English Proficiency Plan.</p> <p>Rey – Is this a general Citywide effort, or will each Bureau have some sort of accountability in making sure everyone is informed?</p> <p>Shoshanah – It is not prescriptive that each Bureau take on this effort, but it is suggested. We understand that the services of each Bureau are different and want to be flexible and understanding of that.</p> <p>Marc – Will these rules apply with the contractors in service with the City?</p> <p>Shoshanah – Yes, there is a new addendum to City contracts and it can be found on the City’s website.</p> <p>Jesse – I’m guessing you cannot mandate the policy, but will your office be collecting what each Bureau has and has not done over time to ensure their compliance?</p>	

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	Shoshanah – Yes, for now Limited English Proficiency is the most urgent to address, but eventually there will be an annual reporting on achieving goals.	
<b>Meeting Wrap-up and Planning for Next Meeting</b>	<p>The July PHAC meeting will be held at JOIN at 1435 NE 81<sup>st</sup> Ave, Suite 100, Portland, OR 97213.</p> <p>Meeting adjourned.</p>	

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