



# Portland Housing Bureau

Mayor Ted Wheeler • Director Shannon Callahan

421 SW 6th Avenue, Suite 500  
Portland, OR 97204  
503-823-2375 PHONE  
503-823-2387 FAX  
[portlandoregon.gov/phb](http://portlandoregon.gov/phb)

**To:** Eric Schmidt, *Director Community Development, Gresham*  
Neisha Saxena, *Anti-Poverty Initiatives Supervisor, Multnomah County*  
Sydney Roberts, *CDBG Contract Administrator, Multnomah County*  
Tim Collier, *Communications Director, Home Forward*  
Taylor Smiley Wolfe, *Policy Director, Home Forward*  
Rachel Nehse, *Community Revitalization Program Technician, Gresham*

**CC:** Shannon Callahan, *Director, Portland*  
Matt Tschabold, *Policy and Planning Manager, Portland*  
Andrés Oswill, *Landlord-Tenant Policy Coordinator, Portland*  
Bimal RajBhandary, *Lead Analyst, Portland*

**From:** Kim McCarty, *Senior Housing Program Coordinator, Portland*

**Date:** September 4, 2019

**Re: Fair Housing Advocacy Committee Structure Proposal**

## Background:

In 2011 the City of Portland, City of Gresham, Multnomah County and Home Forward, jurisdictions known as the Portland Consortium, created the Fair Housing Advocacy Committee (FHAC). These jurisdictions are all required to jointly complete a periodic Analysis of Impediments to Fair Housing (AI), as a part of their federal funding obligations. The creation of FHAC was an action identified in the AI. The Portland Consortium created FHAC to advocate for Fair Housing actions by the jurisdictions, review to future AI's and periodically convene as the Federal Funding Oversight Committee (FFOC) for Continuum of Care applications. The City of Portland committed to hosting the FHAC and FFOC. In 2016 the FFOC was dissolved because the Consortium function of advising the Continuum of Care Committee was transferred to the Joint Office of Homeless Services.

FHAC structure was designed to have a diversity of opinions and experience related to Fair Housing issues ranging from housing discrimination in rental and ownership housing, to zoning and accessibility issues. Because this is a multijurisdictional committee, members are appointed by the participating jurisdictions and some members are at large. The Portland members were vetted by the Commissioner in charge. The other members were appointed by the other jurisdictions, through their own process. At Large members were suggested by the organizations they represented, and then approved by the Committee.

FHAC, as structured, does not comply with Portland's new committee guidelines. As a result, Portland members whose terms have ended, have not been replaced. The jurisdiction partners, City of Gresham, Multnomah County and Home Forward also have vacant member seats. The Consortium partners have asked the City of Portland for a proposal to change the FHAC committee structure. This will help FHAC

to resume its work on the AI. FHAC members and Consortium staff are recommending that FHAC reduce the number of FHAC members and focus on the AI, education, discussion and information sharing. The diverse input needed for the AI, due in 2020, will happen through community forums.

The AI is typically submitted to HUD prior to the submission of the application for entitlement federal funds known as the Five-Year Consolidated Plan. The next Five-Year Consolidated Plan is due June of 2021. HUD created a new process for the AI in 2016. Under the new process, the Portland Consortium was given a new deadline of October 2020 to complete the AI. More recently, HUD retracted the new process, but the deadline for submitting the AI is still 2020. PHB is currently conducting the Fair Housing analysis on behalf of the Portland Consortium and plans to share draft results this winter.

**Recommendation:**

Recommendation for restructuring the committee includes reducing the number of committee members to 8, naming FHAC in the Inter-Governmental Agreements, changing the committee name, clarifying the committee roles and updating the by-laws to fit Portland and the other jurisdiction committee guidelines. Suggested process for this change includes amending the IGA between the City of Portland, City of Gresham, Multnomah County and including Home Forward. Also, updating the Portland Consortium Citizen Participation Plan, and the FHAC charter and by-laws to reflect a new committee structure, roles and responsibilities. Identified responsibilities would include the Analysis of Impediments to Fair Housing and the Five-Year Consolidated Plan.

**Suggested Name:** Fair Housing Advisory Committee (FHAC)

**Suggested Role:** Advise the City of Portland, City of Gresham, Multnomah County, and Home Forward regarding the Analysis of Impediments to Fair Housing, Fair Housing Action Plans and the Five-Year Consolidated Plan and related Fair Housing issues. Also, regularly convene gatherings of Housing stakeholders for Fair Housing education, advocacy and discussion.

**Suggested Committee Leadership:** The committee members will appoint a chair and co-chair to set the workplan and agendas.

**Suggested Committee Membership:** Community members and/or staff from City of Portland, City of Gresham, Multnomah County, and Home Forward.

Jurisdictions	Members appointed by Jurisdiction
City of Portland	3
City of Gresham	2
Multnomah County	2
Home Forward	1

**Suggested Implementation Steps:**

<b>Suggested Next Steps and Timeline</b>	<b>Date</b>
Consortium approvals to negotiate a new committee structure with the Portland Consortium	August 2019
Convene FHAC and Portland Consortium members to agree on a new committee structure proposal.	September 2019
Approve a new IGA.	October 2019
Recruit and appoint new members	November 2019
Convene new Fair Housing Advisory Committee	December 2019
FHAC trainings regarding committee responsibilities	January 2020
FHAC reviews draft Analysis of Impediments	February 2020
Submit Analysis of Impediments to HUD	October 2020
Community meetings for next Five-Year Consolidated Plan FY 2021-2025	November 2020