

**Homelessness Advisory Board Agenda**  
**Wednesday, May 14, 2025 @ 1:00 – 3:00 p.m.**

**LOCATION: Housing Authority Ocean Spray Family Center**

Classroom, 1039 NW Nye St. in Newport

or by Zoom <https://zoom.us/j/96877182454?pwd=cHZNZDZLYzZwcDVaTGNNMeUdkYkNkUT09>

1. Welcome – Rod Cross, LCHAB Co-Chair
  - a. Reminder re: Public Meeting Laws & Public Participation
2. Roll Call – Kyla Bibeau, LCHAB Program Manager
3. **Action Item:** Review Minutes from March 12, 2025 (pg. 3) – Rod Cross, LCHAB Co-Chair
4. Public Comments (items related to the agenda, 3-minute cap) – Rod Cross, LCHAB Co-Chair
5. Administrative Report – Karen Rockwell, Admin. Office (pg. 6)
  - a. **Action Item:** Adopt the revised 12-month action plan
  - b. **Action Item:** Approve sunseting of committees and Advisory Board formation
6. Committee Updates – Jane Barth, Consultant (pg. 8)
  - a. Community Outreach and Engagement Committee
  - b. Equity and Inclusion Committee
  - c. Policy and Funding Coordination Committee
7. Funding Updates – Katelyn Smith, Grants Manager (pg. 9)
  - a. HB4123 Pilot
  - b. HB5019 for Rapid Rehousing & Sheltering
  - c. Oregon Rehousing Initiative (ORI)
  - d. Youth Emergency Housing Assistance (YEHA)
  - e. Executive Order Shelter Funding
8. Tri County Continuum of Care Organization – Liesl Eckert, Community Services Consortium (CSC)
9. New Business from the Board – Rod Cross, LCHAB Co-Chair
10. Public Comments (items unrelated to the agenda, 3-minute cap) – Rod Cross, LCHAB Co-Chair  
*Written comments can be submitted at any time by email to kbibeau@housinglincolncountyor.gov.*  
*Comments that are relevant to the work of the group will be shared with all voting members.*
11. Adjourn – Rod Cross, LCHAB Co-Chair

## **Public Meeting Laws & Public Participation**

The following handout is a guide for the members of LCHAB in the discussion re: public comment. Currently, to comply with public meeting laws, the structure of the meeting enables the following individuals to participate during the meetings if recognized by the co-chairs:

### **Appointed Representatives (or their alternates IF identified at Roll Call, otherwise NOT participants).**

- ☐ Lincoln County: Commissioner Claire Hall (co-chair)
- ☐ City of Depoe Bay: Mayor Kathy Short
- ☐ City of Lincoln City: Council President Marci Baker
- ☐ City of Newport: Councilor Robert Emond
- ☐ City of Siletz: Council President Susan Trachsel
- ☐ City of Toledo: Mayor Rod Cross (co-chair)
- ☐ City of Waldport: Councilor Rick Booth
- ☐ City of Yachats: Council President Mary Ellen O'Shaughnessey
- ☐ Community Services Consortium: Housing Services Manager Liesl Eckert

### **Ex-officio (non-voting) representatives:**

- ☐ Lincoln County: OPEN
- ☐ City of Depoe Bay: Kimberly Wollenburg, City Recorder
- ☐ City of Lincoln City: Daphnee Legarza, City Manager
- ☐ City of Newport: Nina Vetter, City Manager
- ☐ City of Siletz: Barbara Chestler, City Recorder
- ☐ City of Toledo: OPEN
- ☐ City of Waldport: Dann Cutter, City Manager
- ☐ City of Yachats: Bobbi Price, City Manager
- ☐ Confederated Tribes of Siletz Indians: Housing Executive Director Sami Jo Difuntorum

### **Administrative Office:**

- ☐ Kyla Bibeau, LCHAB Project Manager
- ☐ Karen Rockwell, Executive Director, Housing Authority of Lincoln County
- ☐ Katelynn Smith, LCHAB & HALC Grants Manager

Invited guests must be included on the agenda prior to its distribution and are only able to participate in the business meeting during their allotted agenda slot.

One of the LCHAB goals is to increase public participation, and this is being done through the formation of additional workgroups who will then have liaisons that will be invited to report out at the meetings. The meeting agendas are also going to include invited subject matter experts on specific topics. For example, this month the Board is hearing from shelter operators. Next month will be a conversation with day service navigation providers. In addition, LCHAB can be intentional with public comment periods at the meetings.

**Beginning of meeting** for comments not related to agenda items, but on the topic of homelessness in Lincoln County. Limited to 3 minutes per person. Note: Like municipality meetings, this is not a time for question and answer; comments are to be received by the LCHAB and not deliberated at that moment. Comments related to the agenda are held to the **end of the meeting**. Limited to 3 minutes per person. Again, not a period of question and answer; comments are to be received by the LCHAB and not deliberated in that moment.

## **Homeless Advisory Board Minutes**

**Wednesday, March 12, 2025**

Oregon Coast Community College

Classroom 2, Oceanspray Family Center, 1039 NW Nye Street, Newport, OR, 97365

And by Zoom

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The meeting was called to order at 1:02 PM by Co-Chair Rod Cross. Cross welcomed all to the meeting and provided a reminder to all present that public comment can be made at two times during the meeting, once at the beginning of the meeting for comments related to the meeting agenda and once at the end of the meeting for comments unrelated to the agenda but within the scope of the Boards work. Cross then initiated roll call for the representatives. Upon call the following representatives were present:

### **Attendees:**

City of Depoe Bay, Kathy Short, Mayor

City of Newport, Robert Emond, Councilor

City of Toledo, Rod Cross, Mayor

City of Waldport, Rick Booth, Councilor

City of Yachats, Mary Ellen O'Shaughnessey, Council President

Lincoln County, Claire Hall, Commissioner

\*alternates

City of Lincoln City, Marci Baker, Councilor

### **Ex officio attendees:**

City of Lincoln City, Daphnee Legarza, City Administrator (joined after roll call)

Housing Authority of Lincoln County, Karen Rockwell, Executive Director

Housing Authority of Lincoln County, Kyla Bibeau, LCHAB Project Manager

The minutes from the February 12, 2025, meeting were reviewed. City of Newport Councilor Robert Emond moved to accept the minutes as presented, and City of Depoe Bay Mayor Kathy Short seconded the motion. The motion carried.

Chair Cross invited Karen Rockwell from the Administrative Office to provide the Administrative Report. Rockwell noted that public comment was the next agenda item but offered input based on February's Board meeting. She clarified the protocol for public comments, emphasizing that this time is for the public to offer comments, not for the Board to engage in discussion or answer questions. Chair Cross then invited public comments related to agenda items. Committee Facilitator Jane Barth informed the Board of a technical issue with the Zoom meeting link in the board packet, which caused difficulties for some attendees. The Administrative Office assisted those identified as unable to join the Zoom link. Chair Cross noted that Housing Services Manager Liesl Eckert from the Community Services Consortium (CSC) had joined the meeting. No further comments were received.

Chair Cross passed the gavel to Karen Rockwell to provide the Administrative Report. Rockwell verbally updated the Board on HB4123 funds committed to date, as included on page 7 of the distributed Board Packet. She mentioned that the office, in collaboration with other HB4123 pilot programs, had advocated for continued funding for the administrative offices to ensure the sustainability of established programs. This has progressed in the legislative session, and Rockwell expressed cautious optimism regarding the possibility of additional funding.

Rockwell then provided a brief update on the LCHAB action plan. She stated that the Housing Authorities' contract to serve as the administrative office is being extended, and Commissioner Claire Hall is assisting with finalizing the contract. Once complete, the Housing Authority will present the Action Plan for the next 12-month cycle.

At this point, Rockwell noted that Lincoln City Councilor Marci Baker had joined the meeting via Zoom.

Rockwell continued her report, updating the Board on the renovation of the Community Shelter and Resource Center Newport facilities, a building owned by the Housing Authority of Lincoln County. The shelter operations opened in February 2025 after extensive renovations. She mentioned that the Housing Authority is very pleased with the work done by Top to Bottom Contractors, LLC, in creating a clean, inviting, and dignified space for shelter operations. Rockwell segued into reminding the Board of the work undertaken by the Policy and Funding Coordination Committee, which is actively collecting information from each municipality in Lincoln County to create a holistic overview of county-wide funding for homeless services and programs. This relates to Executive Director Jayne Romero of Lincoln County Health and Human Services seeking gap funding to maintain the Community Shelter and Resource Center's operations. Historically, she would visit each municipality's city council to present the request. The Administrative Office asked the Board to consider receiving her request and having each Board representative serve as a liaison to their respective city councils to ensure funding coordination.

Rockwell addressed the final item in her report: Frequently Asked Questions. She asked Board members if they had reviewed the video presentation posted on [www.lchab.org](http://www.lchab.org) recapping LCHAB's work to date. Several representatives confirmed they had, with some presenting it to their city councils. In Lincoln City, the presentation was played at their latest city council meeting, leading to great public questions. The Office created an FAQ flyer based on these (included on page 9 of the Board packet) and posted them on the LCHAB website.

Councilor Marci Baker from Lincoln City asked about the timeline for shelter funding mentioned by OHCS representatives at last month's meeting and how it would align with the current operational funding sought by CSRC for the 25/26 season. Rockwell answered that state funding likely won't be available until after the 25/26 winter shelter season, which is why efforts are being made to plan ahead and seek alternatives.

Chair Cross passed the gavel to contracted facilitator Jane Barth to update the Board on the work of the three committees. The Board discussed the committees' progress, and Housing Services Manager Liesl Eckert from CSC provided information on the newly started case-conferencing meetings. These meetings involve multiple service provider agencies collaborating on problem-solving for individuals who have completed a coordinated entry assessment in the Homeless Management Information System (HMIS). The meetings allow service providers to collaborate on helping people along the housing continuum and back to housing. They have also resulted in training participating Lincoln County service providers on completing coordinated entry assessments, where CSC was historically the only agency doing so. The overall goal is to house people faster through collaboration. As outlined in the written update on page 12 of the Board packet, Barth, in collaboration with the office, requested a budget of \$15,000 to cover costs associated with the Board-approved committee work. Councilor Robert Emond moved to approve the allocation of \$15,000 of HB4123 grant funds to the committees, seconded by Councilor Rick Booth. The motion carried.

Chair Cross then passed the gavel to Housing Authority of Lincoln County Grant Manager Katelynn Smith to update the various grant funds administered by the Housing Authority, as outlined on page 9 of the Board packet. Katelynn was unable to join, and Rockwell provided the update in her absence.

Cross directed the Board's attention to agenda item 8, a presentation from Judy Hui Pasquini with OHCS. Rockwell informed the Board that Pasquini was unable to present due to illness. Cross then invited Liesl Eckert to provide her update on the Tri-County Continuum of Care. Eckert informed the Board that the next step is to gain approval of the governance charter by the cross-sector of collaborators involved in the CoC process. This will be voted on during an in-person meeting hosted by CSC on April 16, 2025, from 12:30 p.m. to 2 p.m. Chair Cross asked Eckert if early copies of the proposed governance charter could be provided for those unable to attend who still wish to provide feedback. Eckert confirmed this could be arranged.

Chair Cross opened the floor for new business. With no additional business, the Board went on to receive public comments.

With no further comments, Chair Cross adjourned the meeting.

**Next Meeting:** Wednesday, May 14, 2025, from 1 p.m. – 3 p.m.

## **LCHAB 2025–2026 Action Plan (Draft for May Meeting)**

Timeframe: July 2025 – June 2026

Prepared by: Administrative Office (HALC)

Purpose: Guide LCHAB’s strategic direction following the sunset of committees and transition to Advisory Council oversight.

### **STRUCTURAL TRANSITION SUMMARY**

- Committees Sunset in June 2025: Equity & Inclusion, Policy & Funding, and Community Outreach & Engagement will conclude their formal convenings and submit final work summaries.
- New Structure: A cross-sector Advisory Council (comprised of former committee members, stakeholders, and service providers) will convene at least quarterly to:
  - Guide strategic initiatives under the Education, Information, and Advocacy umbrellas
  - Ensure lived experience and regional equity remain central
  - Recommend policy actions and funding strategies

### **EDUCATION**

**Objective: Provide ongoing public awareness and professional development opportunities focused on housing and homelessness.**

- Q1–Q4: Learning Series – Frequent educational forums for the public curated by the Advisory Board.
- Q2: Gender Equity in Housing Training - Execute capstone workshop, originally developed by Equity & Inclusion Committee.
- Q2–Q4: Resource Fairs (x3) - Events across under-served county areas coordinated with local partners.
- Q3: Annual Housing Summit - Convening of stakeholders and service providers.

### **INFORMATION**

**Objective: Provide timely access to local data, resources, and communication tools for stakeholders and the public.**

- Q1–Q4: Electronic Newsletter - Monthly or biweekly updates.
- Q1–Q4: Website Enhancements - Expand site with tools and resources.
- Q2/Q4: Resource Directory & Continuum Updates - Update and distribute.
- Q2–Q4: Shelter Data Dashboard - Quarterly data publication on shelter activity.

## **ADVOCACY**

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**Objective: Position Lincoln County/LCHAB as a proactive voice in state/local policy and funding efforts.**

- Q3–Q4: Legislative Watch & Response - Monitor and respond to relevant policies.
- Q2–Q4: Advisory Council Convenings (Quarterly) - Review workplan progress and receive community input.
- Q2: 2026 Point In Time Count Prep - Begin outreach and logistical planning.
- Q3: Regional Funding Brief – Report successful funding and allocations; Assess funding gaps and propose solutions.

<b>MANAGEMENT &amp; COORDINATION</b>
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Lead Agency: Housing Authority of Lincoln County

Ongoing Responsibilities:

- Monthly LCHAB meetings
- Quarterly municipal representative coordination
- Advisory Council facilitation
- Website/newsletter maintenance
- Grant and compliance oversight

Transition Steps (June 2025)

- Committee Wrap-Up: Final meetings in June
- Transition Reports: Committees submit summaries
- Advisory Council Roster: Confirm membership
- Advisory Orientation: Kickoff meeting in July

Decisions for May Meeting

- Adopt this revised 12-month action plan
- Approve sunseting of committees and Advisory Board formation

## **Update on LCHAB Committee Work**

Submitted by Jane Brass Barth, Coordinator/Facilitator  
May 6, 2025

### **LCHAB Equity and Inclusion Committee**

The South County Resource Fair was held on April 23<sup>rd</sup> at the Waldport Community Center. Organizations sharing information about their services and assisting people on site included: Agape Respite Center, Fair Housing Council of Oregon, Hearts for Seniors, Reconnection Counseling, Safe Families for Children, Second Home, Waldport Foodshare, The HUB, HALC, LCHHS Child and Family Services and also Developmental Disability Services, OCWCOG Housing Navigation and also Senior Services, and more. The Committee will debrief the event at its May meeting. The Gender Equity in Housing workshop is postponed until the Fall.

### **LCHAB Policy and Funding Committee**

The Committee recognizes the challenges of implementing the sharing funding model approved during the March LCHAB meeting. They will turn their attention to the Policy aspect of the committee's workplan for the immediate future.

### **LCHAB Community Outreach and Engagement Committee**

The Committee sent out a survey to some 200 property managers and landlords around the County. The objective was to find out what incentives would help increase willingness to rent to people with limited or unfavorable rental histories. Another purpose was to learn how these folks would prefer to receive information about housing support services. 20 surveys were returned to date, giving the Committee some helpful direction.

*What incentives or benefits would motivate you to work with tenants from housing programs? Please rank in order of most valuable incentive to least. (Identified responses from highest to lowest)*

1. Deposit and First Month's Rent
2. Financial Bonus/Payment for renting to higher-risk tenants.
3. Landlord Guarantee or Risk Mitigation to cover damages at move out if needed.
4. Ongoing Rent Subsidy
5. Increased Security Deposit
6. Ongoing case management support
7. Skilled Tenant (completed tenant education practiced skills with support while in transitional housing)

*How would you prefer to receive information:*

- 57% responded by written newsletter/email
- 23% a virtual panel or online meeting
- 13% responded by smaller in person networking gatherings
- 7% responded by larger in person event with panel presentation



**Collaborative Funding Updates**  
*as of May 2025*

Note: Blue text is unchanged from the previous report. Black text is new.

**HB4123 for a Consolidated Response to the Unhoused in Lincoln County**

The Lincoln County Homeless Advisory Board is the local planning group for the HB4123 Pilot. The organization has created a strategic plan and is now acting on recommendations to strengthen a coordinated regional-wide response to the issue of the lack of housing and shelter. One of the strategies is to financially support key programs that align with the mission of LCHAB. From the \$1 million HB4123 grant, LCHAB has expended or committed the following:

Morant McLeod Strategic Planning Consultant .....	\$200,000 (2023)
Housing Authority of Lincoln County contract to Administer the Office of LCHAB .....	\$100,000 (2023)
Housing Authority contract extension (Jan. 24 – Dec. 24) .....	\$208,000 (2024)
LCHAB Committee Professional Contract (Facilitator Jane Barth) .....	\$31,952 (2024)
Community Shelter & Resource Center Renovations (Newport Facility).....	\$200,000 (2025)
Housing Authority contract extension (one month continuing extension Jan. 25) .....	\$17,333 (2025)
Housing Authority contract extension (Feb. 25 – Jan. 26) .....	\$120,000 (2025)
Workgroup initiatives.....	\$15,000 (2025)
Committed to Date: .....	
\$892,285	
Remaining: .....	
\$107,715	

**HB5019 for Rapid Rehousing & Sheltering**

Last year Oregon Housing and Community Services awarded **Lincoln County \$856,179** for rapid rehousing and sheltering work through a Community Plan. The funds are administered by the Housing Authority of Lincoln County. Twelve organizations are subgrantee recipients of the funding. To date, \$780,620 has been distributed per the subgrantee agreements.

**Oregon Rehousing Initiative (ORI)**

- \$39 million from SB 5701 to be used for a statewide rehousing program, including longer term rental assistance. **Lincoln County has been awarded \$502,670.36.**
- Housing placements made by June 30, 2025, with funds expended through the 2025-27 biennium to allow for up to 24 months of rental assistance per household.
- Grantees include:
  - 10 MAC Groups named in EO 24-02
  - 13 Local Planning Groups across the Balance of State
  - 25% set-aside for Culturally Responsive Organizations
- The lead agency grant agreement was signed June 25, 2024.
- To date, \$105,294 has been distributed per the subgrantee agreements.

**Youth Emergency Housing Assistance (YEHA)**

The Youth Emergency Housing Assistance Program or Youth EHA is funded by a legislative appropriation of \$5 million in one-time funding to OHCS in General Funds through HB 2001 and HB 5019 during the 2023-25 biennium to increase services and assistance to school-aged, K-12 children or their families who are

experiencing homelessness or are at risk of experiencing homelessness. The general funds were directed to be deposited into the Emergency Housing Account Other Funds account to support use for long term rent assistance. **Lincoln County has been awarded \$1,251,616** in funds to support these initiatives. The Housing Authority of Lincoln County (as the Lead Agency for the Lincoln County Homeless Advisory Board) solicited applications from regional providers for the distribution of these funds and forwarded a community plan that included 11 organizations. OHCS is still finalizing the lead agency contracts based on that information. The following are the organizations receiving this funding:

- Community Services Consortium (\$75,000) – for outreach and case management
- Health and Human Services (\$21,250) - flexible funding for existing programs
- Lincoln County School District (\$380,000) – for the LCSD Homeless Education and Literacy Program
- Northwest Coastal Housing (\$103,234) – block leasing
- Reconnections Counseling (\$105,874) - block leasing
- Safe Families for Children (\$74,300) - Host Home Program, Mentorship Program and Respite Child Care
- Samaritan House Family Shelter (\$100,000) – block leasing
- St. Luke Episcopal Church (\$50,000) - financial assistance (Deposit assistance, eviction prevention)
- St. Stephen Episcopal Church (\$30,000) - financial assistance (Deposit assistance, eviction prevention)
- Youth Tides (\$151,100) -education/employment, operational support, housing assistance

To date, \$216,134 has been distributed per the subgrantee agreements.

#### **Executive Order Shelter Funding**

Funding from SB 5511 will sustain investments through the biennium and support newly-added shelter beds, street outreach, unit access, long term rental assistance, and homelessness prevention efforts. In Lincoln County, the following organizations received this funding:

- Coastal Phoenix Rising in Lincoln City (\$33,853)
- Community Shelter & Resource Center in Newport & Lincoln City (\$226,195)
- Don's Place in Yachats (\$31,712)
- Helping Hands Hope Center in Lincoln City (\$119,744)

To date, \$388,815 has been distributed per the subgrantee agreements.