

Homelessness Advisory Board Agenda
Wednesday, June 11, 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 May 14, 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. Written Committee Updates – Jane Barth, Consultant (pg. 5)
6. Administrative Report – Karen Rockwell, Admin. Office (pg. 7)
 - a. Advisory Council Recommendation
 - b. Tri County Continuum of Care Organization
7. Funding Updates – Katelyn Smith, Grants & Payables Administrator (pg. 10)
 - 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. New Business from the Board – Rod Cross, LCHAB Co-Chair
9. 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.*
10. 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: Councilor 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, May 14, 2025

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

The meeting was called to order at 1:00 PM by Co-Chair Rod Cross. Cross welcomed all to the meeting and then initiated roll call for the representatives. Upon call, the following representatives were present:

Attendees:

City of Depoe Bay, Kathy Short, Mayor
City of Lincoln City, Councilor Marci Baker
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
Community Services Consortium, Liesl Eckert, Housing Services Manager
Lincoln County, Claire Hall, Commissioner
*alternates

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, Katelynn Smith, Grants Manager
Housing Authority of Lincoln County, Kyla Bibeau, LCHAB Project Manager

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

Chair Cross invited public comments related to the meeting agenda. No comments were received.

Chair Cross passed the gavel to Executive Director Karen Rockwell to provide the Administrative Report. Rockwell verbally presented the proposed 2025/2026 Action Plan, as included on page 6 of the distributed Board packets. The Board discussed the Plan and asked clarifying questions. City of Depoe Bay Mayor Kathy Short moved to accept the plan as presented, and City of Newport Councilor Robert Emond seconded the motion. The motion carried. As explained during the presentation of the Action Plan, the next steps include the sunset of the three LCHAB Committees. Rockwell sought approval for the sunset of the Equity & Inclusion Committee, the Outreach and Engagement Committee, and the Policy & Funding Coordination Committee while forming an Advisory Committee. City of Depoe Bay Mayor Kathy Short moved to approve

these actions, and City of Lincoln City Councilor Marci Baker seconded the motion. The motion carried.

Chair Cross invited Consultant Jane Barth to provide an update on the work of the Equity & Inclusion Committee, the Outreach and Engagement Committee, and the Policy & Funding Coordination Committee. Jane verbally presented her written update included on page 8 of the distributed Board packets, with the assistance of Committee liaisons Rick Booth and Liesl Eckert.

Chair Cross then passed the gavel to Housing Authority of Lincoln County Grants Manager Katelynn Smith to provide an update on the various grant funds administered by the Housing Authority, as outlined on page 9 of the Board packet. Katelynn presented each funding stream's distributed grant funds to date.

Cross then invited Liesl Eckert to provide her update on the Tri-County Continuum of Care. Eckert informed the Board that CSC hosted a meeting on April 16, 2025, to gain approval of the governance charter by the cross-sector of collaborators involved in the CoC process. Eckert reported that approximately 80% of the attendees voted in support of the Tri-County CoC effort.

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, June 11, 2025, from 1 p.m. – 3 p.m.

Update on LCHAB Committee Work
Submitted by Jane Brass Barth, Coordinator/Facilitator
June 2025

LCHAB Equity and Inclusion Committee

Goal 1: Hold quarterly resource fairs.

- A South County Resource Fair was held in April with strong attendance and participation by over 20 organizations. An unexpected outcome of the evening portion of the event was relationship-building among organizations.
- Committee members are working on a strategy to create a sustainable annual circuit of events throughout the county. They will bring that forward to the new LCHAB Advisory Committee for consideration.

Goal 2: Apply for and organize a grant program to offset local organizational costs related to becoming more culturally responsive.

- No grants were received.
- Committee members realized that most housing documents have been translated into Spanish. The school district also has translated its documents into Spanish. While initial thoughts were to translate documents into the Mam language, discussion revealed that Mam is primarily a spoken language. Committee members felt that the most effective way to support Mam speakers is strengthen the current practice of providing one-on-one assistance to complete Spanish language forms.

Goal 3: Develop resource materials in partnership with LGBTQIA2S+ liaisons to increase awareness of housing obstacles and overcome barriers for this community.

- The Committee planned a Gender Equity in Housing training for housing providers to help them become more inclusive and welcoming to LGBTQIA2S+ persons seeking housing. This workshop will be held in the Fall with matching support already secured from the Linn-Benton-Lincoln Health Equity Alliance and IHN-CCO.

LCHAB Community Outreach and Engagement Committee

Goal 1: Review and update list of Lincoln County private landlords.

- The Committee compiled a large list, including Spanish-speaking landlords. They pulled this list together from HALC and CSC information.

Goal 2: Create opportunities for landlord engagement with the goal of increasing the affordable housing stock.

- The Committee conducted a survey of 200 property managers and landlords to find out the best approach to engaging with them and what information they would find most useful. Based upon survey responses, the committee decided to produce a quarterly newsletter with success stories, information about service providers, and contact information. The goal is to motivate more landlords to be open to renting to higher risk tenants. This newsletter concept will move into the 2025-25 LCHAB workplan.

Goal 3: Assist the Administrative Office by creating positive timely messaging for Board representatives to take back to their respective city councils.

- The committee did not provide messaging to the Administrative Office during this timeframe.

LCHAB Policy and Funding Committee

Goal 1: Coordinate and Align Housing & Homelessness Funding Sources

- The Committee reviewed reports produced by HALC to understand the “bucket” of total funding needs related to the Continuum of Housing.
- The Committee deliberated on how coordinated funding could best be implemented either via the County or via LCHAB.
- HALC conducted a survey of municipalities to learn what housing-related programs/projects they already fund. This baseline data can inform the calculation of future coordinated funding asks of municipalities.

GOAL 2: Enhance Intergovernmental Collaboration

- The Committee analyzed potential formulas for shared funding and decided to test a population-based one this year. LCHAB approved the formula and requests were made to municipalities. With changes at the federal government level creating unknowns for municipalities’ budgets, the requests could not proceed successfully this year.

GOAL 3. Implement Regional Capital Improvement Projects

- Committee members shared information about projects in their own municipalities as well as new tools that they were considering or piloting.

GOAL 4. Promote Data-Driven Decision Making

- The Administrative Office gathers and compiles data.

Lincoln County Homeless Advisory Board Advisory Council Recommended Structure

Background, roles and purpose

The **Lincoln County Homeless Advisory Board** (LCHAB) is a governing body composed of representatives from Lincoln County, its municipalities, and the Community Action Agency. LCHAB oversees the strategic direction of the **Homeless Response Office** (the Office).

The **Advisory Council** (the Council) is a cross-sector group of stakeholders including service providers and community partners that offers equity-centered guidance and lived-experience-informed recommendations that shape the Office’s planning, policy positions, and funding strategies. Its primary role is to ensure that the decisions of the Office remain grounded in the realities and innovations emerging from direct work with unhoused/underhoused populations.

The Council also plays a key role in the structural transition outlined in the 2025–2026 LCHAB Action Plan. In June 2025, LCHAB’s previous standing committees are sunseting. Lessons learned from these groups have informed the evolution into a single, more nimble Advisory Council model.

The Office, housed within the Housing Authority of Lincoln County, serves as the operational arm. While both LCHAB and the Council offer strategic and policy-level direction, the Office is responsible for coordination, implementation, and day-to-day execution of the Strategic Plan via the annual Action Plan. In short, the Office is the “doing body,” tasked with turning advisory input into tangible community-level impact.

This streamlined structure ensures clarity in roles: **the Board governs, the Council advises, and the Office implements**, all working together to advance a more effective and equitable response to homelessness in Lincoln County.

Homeless Advisory Board: Composition

Meet quarterly from 1:00 – 3:00 p.m. at the Oceanspray Family Center (1039 NW Nye St., Newport) on the following dates: June 11, 2025; September 10, 2025; December 10, 2025 & March 11, 2026.

Appointed Representatives

- ☐ Lincoln County: Commissioner Claire Hall (co-chair)
- ☐ City of Depoe Bay: Mayor Kathy Short
- ☐ City of Lincoln City: Councilor Marci Baker
- ☐ City of Newport: Councilor Robert Emond
- ☐ City of Siletz: Council President Susan Trachsel
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- ☐ Confederated Tribes of Siletz Indians: Housing Executive Director Sami Jo Difuntorum

Homeless Response Office: Composition

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

Advisory Council: Composition

Recommendation for composition of the Advisory Council:

- Education & Youth Services (2 members)
- Emergency Response Personnel (2 members)
- Individuals with Lived Experience (2 members)
- Nonprofit Housing/Homelessness Oriented Organizations (4 members)
- Physical, Mental & Behavioral Health Sector (4 members)
- Social Services (4 members)

The Advisory Council will be recruited in June with a welcome meeting in July 2025. Individuals will be recruited based on their experience in the above categories with a desire to have a county-wide representation. Meetings will be quarterly, with the specific dates to be determined.

July 2025 - June 2026 Board Approved Action Plan

The mission of LCHAB is to ensure that every member of our community has access to the resources they need, while also working to prevent the circumstances that lead to homelessness.

The following action plan, separated into three primary categories of education, information and advocacy, is the Board approved direction for the Office in the next twelve months.

EDUCATION

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

- **July 2025 – June 2026:** Learning Series – Frequent educational forums for the public curated by the Advisory Board.
- **October 2025 - December 2025:** Gender Equity in Housing Training - Execute capstone workshop, originally developed by Equity & Inclusion Committee.

- **October 2025 – June 2026:** Resource Fairs (x3) - Events across under-served county areas coordinated with local partners.
- **January 2026- March 2026:** 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.

- **July 2025 – June 2026:** Electronic Newsletter - Monthly or biweekly updates.
- **July 2025 – June 2026:** Website Enhancements - Expand site with tools and resources.
- **October 2025 – June 2026:** Resource Directory & Continuum Updates - Update and distribute.
- **October 2025 – June 2026:** Shelter Data Dashboard - Quarterly data publication on shelter activity.

ADVOCACY

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

- **January 2026 – June 2026:** Legislative Watch & Response - Monitor and respond to relevant policies.
- **October 2025 – June 2026:** Advisory Council Convenings (Quarterly) - Review workplan progress and receive community input.
- **October 2025 – December 2025:** 2026 Point In Time Count Prep - Begin outreach and logistical planning.
- **January 2026 – March 2026:** Regional Funding Brief – Report successful funding and allocations; Assess funding gaps and propose solutions.

Collaborative Funding Updates

as of June 2025

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, \$815,372.33 has been distributed per the subgrantee agreements. Only \$40,806.67 remaining to disburse by the June 30, 2025 deadline.

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, \$176,153.52 has been distributed per the subgrantee agreements. \$295,846.48 is remaining to be distributed by the June 30, 2025 deadline, with the exception of ongoing rental assistance payments.

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, \$273,971.47 has been distributed per the subgrantee agreements. \$941,946.53 is remaining to be spent down through 2026.

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)

As of June 6, 2025, \$419,734.01 was spent on Shelter Operations. This grant is fully expended. The additional grant of \$86,572.00 to Community Shelter & Resource Center for housing related support was extended to December 2025.