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**Homelessness Subcommittee
Meeting and Work Session Minutes**

**February 23, 2022
Zoom Community Auditorium**

Minutes approved as presented by the Subcommittee 4.26.2022.

1. CALLED TO ORDER:

The meeting was called to order at 12:00 p.m. by Mayor Peter Truax.

ROLL CALL: Kristy Kottkey, City Councilor; Timothy Rippe, City Councilor; Peter Truax, Mayor.

ABSENT:

STAFF PRESENT: Henry Reimann, Police Chief; Jesse VanderZanden, City Manager; Jaime Zaik, Executive Assistant.

GUEST PRESENTERS: Open Door Representatives, Rebecca Johnson, Senior Case Manager and John McPherson, Senior Case Manager.

PUBLIC IN ATTENDANCE: Shawn Cardwell, Hope Kramer.

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

- a) Approve B/C Work Session Minutes of December 20, 2021, January 12, 2022 and January 24, 2022 as presented.

Motion to approve Consent Agenda items moved by Councilor Rippe,
Seconded by Councilor Kottkey. **MOTION CARRIED 2-0.**

4. ADDITIONS/DELETIONS: None.

5. PRESENTATION/S:

Rebecca Johnson and John McPherson, Open Door Senior Case Managers, presented a detailed overview of the work and services provided by Open Door. Open Door provides a number of services to those experiencing homelessness in Washington County: identification assistance, laundry service, toiletries, showers, mail service, housing, and job search assistance. The day center serves as both a main office and a temporary shelter. The center currently serves 40 people, most of whom are experiencing trauma and are unable to find stability on their own. Committee members inquired as to how clients are referred and assigned, where funding for the program comes from, and whether Open Door has plans for expansion. Johnson stated clients are referred to the program by Community Action and subsequently paired with a case manager. Open Door operates off a "housing first" system in which clients are first housed then assisted by a case manager in navigating steps to stability. This includes working with landlords and management to ensure the client's housing is stabilized, in addition to providing mental health and addiction services. McPherson spoke to Open Door's plans for expansion; the

nonprofit is currently seeking a location for a year-round shelter as well as a pod village. Both Open Door representatives stated the recent influx of funding has come from a variety of sources but did not speak to specifics.

6. ADJOURNMENT:

Meeting Adjourned at 12:51 p.m.

CITY COUNCIL WORK SESSION

No public comment will be taken. The Council will take no formal action.

1. CALLED TO ORDER:

The work session was called to order at 12:58 p.m. by Mayor Peter Truax.

ROLL CALL: Kristy Kottkey, City Councilor; Timothy Rippe, City Councilor; Peter Truax, Mayor.

ABSENT:

STAFF PRESENT: Henry Reimann, Police Chief; Jesse VanderZanden, City Manager; Jaime Zaik, Executive Assistant.

GUEST PRESENTERS: None.

PUBLIC IN ATTENDANCE: Shawn Cardwell; Hope Kramer; Rebecca Johnson, Open Door; John McPherson, Open Door.

2. WORK SESSION:

VanderZanden facilitated the work session and noted the intent of the work session was to establish a framework for discussion on policy aspects and whether the Subcommittee is prepared to make an official recommendation to Council. Staff prepared a memorandum for review that provided an overview of Council's purpose of the Subcommittee. Specifically, the Subcommittee has been tasked with making recommendations to City Council regarding the City's role and responsibilities pertaining to homelessness with the goal of reducing the impacts of homelessness on the community, and to better serve persons experiencing homelessness. In order to become better informed, the Subcommittee met with City staff, County, non-profits, community members, and toured the two largest homeless encampments located within and near the Forest Grove city limits. Councilors Rippe and Kottkey declined the need for additional outreach at this time; however, both Councilors would like to reserve the ability to do so at a later time in order to further discuss policy. Discussion regarding the type of encampment and how it would be funded ensued; Subcommittee members requested staff look into options for the B Street encampment, specifically how a managed encampment at the location would be funded and managed, define the roles for the City and non-profits, and if city policies would need to be changed in the short and long term. No formal action or formal decisions were made during the work session.

3. ANNOUNCEMENT OF NEXT MEETING:

The next meeting scheduled is to be determined (TBD).

4. ADJOURNMENT:

Meeting Adjourned at 1:30 p.m.