

## Oregon State Housing Council

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**Council Members:**  
Jeana Woolley, Chair  
Mayra Arreola  
Tammy Baney  
Aubre L. Dickson  
Michael C. Fieldman  
Zee D. Koza  
Adolph "Val" Valfre, Jr.

### OREGON STATE HOUSING COUNCIL MEETING

#### **March 7, 2014 Meeting Minutes**

**Meeting Time:** 9:00AM

**Meeting Location:**

State Housing Council members joining by phone conference  
725 Summer Street NE, Salem, OR 97301  
Conference Room 237

Call-in Number: 1-877-273-4202; Room Number 4978330

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**Housing Council Members Present:**

Jenna Woolley, Chair  
Tammy Baney  
Aubre Dickson  
Mike Fieldman  
Zee Koza  
Val Valfre

**Housing Council Members Not Present:**

Mayra Arreola

**OHCS Staff Present:**

Margaret Van Vliet, Director Oregon Housing and Community Services  
Julie Cody, Program Delivery Division Administrator  
Diana Koppes, Business Operations Division Administrator  
Heather Pate, Program Manager Multifamily Finance and Resources Section  
Rem Nivens, Government Relations and Policy Advisor  
Mike Boyer, Legislative and Communications Coordinator  
Alison McIntosh, Government Relations and Communications Liaison  
Theresa Pumala, Loan Officer Multi-Family Section  
Marca Parker, Residential Loan Specialist  
Kim Freeman, Single Family Housing Manager  
Rebecca Gray, Human Resources Manager

Guests Present:

Andy Wilch, Salem Housing Authority

John Miller, Oregon Opportunity Network

Martha McLennan, Northwest Housing Alternatives

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1. Call to Order

**Chair Woolley** calls the March 7, 2014 meeting to order at 9:07 a.m.

2. Roll Call

**Chair Woolley** asks for roll call. Members Present: Tammy Baney, Aubre Dickson Mike Fieldman, Zee Koza, Val Valfre and Chair Woolley.

3. Approval of Housing Council Meeting Minutes – February 14, 2013

**Chair Woolley** started the discussion regarding approval of the draft minutes from the February 14, 2013 Council meeting stating that the minutes needed additional work to fully represent the discussion. She then asked for any additional comments, additions or corrections to the draft February 14, 2013 meeting minutes.

**Mike Fieldman** added that the Council's fairly lengthy conversation around NOFA policy priorities is not reflected in the minutes.

**Director Van Vliet, OHCS** asked the council if they would be comfortable deferring approval of the minutes so that staff could make revisions to provide a more accurate depiction of the discussion surrounding NOFA policy priorities.

**Chair Woolley** agreed to allow staff to continue work, deferring the minutes until the next meeting. She reiterated that the main section needing work is the discussion on the NOFA as the minutes are unclear about which issue the Council was talking about.

4. Public Comment

**Chair Woolley** called for anyone in the audience or on the telephone who wished to provide public comment for the Council's consideration to come forward.

**John Miller**, Oregon Opportunity Network (OON), noted that the organization submitted a letter containing their concerns regarding the NOFA a couple of weeks back and that the Department has yet to respond. Miller asked if there would be an opportunity to give additional comments later in the meeting.

**Chair Woolley** informed Miller that questions would be allowed after the NOFA discussion later in the meeting.

#### **5. Residential Loan Program**

**Kim Freeman, OHCS** asked if there were any questions based on the Consent Calendar provided in the packet for the property located at 300 Surrey Drive, Grants Pass, Oregon.

**Val Valfre** noted a discrepancy in the document; the loan-to-value ratio showed 80% or less, which does not match the 102 % loan-to-value ratio shown later in the document.

**Marca Parker, OHCS** apologized for the discrepancy noting that information was stated incorrectly and that the correct loan-to-value ratio is 102%.

**Chair Woolley** called for any further discussion, there being none a motion was requested.

**Motion:** Tammy Baney moved to approve single family residential loan program consent calendar agenda item.

**Vote:** In a roll call vote the motion passed. Members present: Tammy Baney, Aubre Dickson, Mike Fieldman, Zee Koza, Val Valfre and Chair Jeana Woolley.

#### **6. New Business**

- a. Parkway Village East Apartments, Grant Award Approval Request

**Theresa Pumala, OHCS** requested low-income weatherization grant funds for Parkway East project. This scattered site property consists of Parkway East which has 46 low-income units and Robert Lindsey Tower which has 62 low-income units for seniors. Robert Lindsey Tower is being converted to a Section 8 project based vouchers through HUD's new RAD program. If approved the grant funds will go toward upgrades to windows, baseboard heating and inefficient appliances. Staff recommended approval of the allocation of low-income weatherization grant funds in an amount not to exceed \$222,246.

**Andy Wilch, Salem Housing Authority** was present for the discussion and any potential questions, but had no comments.

**Mike Fieldman** asked if the funding would be from public purpose charge dollars.

**Theresa Pumala** answered yes that the grant funding would come from the public purpose charge.

**Chair Woolley** called for any questions or concerns with regard to the grant award approval request, there being none a motion was requested.

**Motion:** Tammy Baney moved to approve the an allocation of Low Income Weatherization Grant funds to Robert Lindsey Tower Housing, LLC, in an amount not to exceed the lesser of the amount the project is eligible to receive or \$222,246.

**Vote:** In a roll call vote the motion passed. Members present: Tammy Baney, Mike Fieldman, Zee Koza, Val Valfre and Chair Jeana Woolley. Members abstaining: Aubre Dickson.

b. NOFA Discussion

**Director Van Vliet, OHCS** began the discussion by acknowledging the value of the previous NOFA discussion during the February 14<sup>th</sup> Council meeting, stating that good, informative feedback was provided. OHCS believes they have found a path allowing the Department to respond to concerns while also moving forward in a timely fashion. OHCS plans to finalize this process and make it public next week.

**Julie Cody, OHCS** stated that OHCS has reached out to partners about how to make the process more predictable and transparent for everyone, while aligning funding cycles with other funding sources. OHCS understands the need for predictability and a transparent process for determining project priorities. OHCS staff has provided recommendations for 2014 and 2015 NOFA cycles. Once the 2014 NOFA is complete OHCS would like to include stakeholders to discuss the 2016 NOFA, topics include expansion of preservation set aside definition; green building standards; architecture standards; state project and population priorities; and streamlining the NOFA application.

**Recommendations:**

**Regions:** The Department is not recommending any changes to region and allocation of funds for 2014 or 2015 NOFA cycles. The Department has not received negative feedback regarding the three regions that are currently in place.

Set asides: 35% soft set aside for preservation projects with at least 25% of units having Federal project based rent subsidies.

**Policy Priorities:** The Department is suggesting three general preferences for priorities. 1) Underserved areas; 2) projects serving lowest income; and 3) projects in a HUD qualified census tract or areas that serve to de-concentrate poverty.

**Need and Impact:** Staff is recommending that need and impact is combined into a single category representing 55% of the total score 15% need, 40% impact. This section will no longer be an open-ended essay limited to 10 pages.

**Chair Woolley** asked staff to identify what specific changes are being made from the 2013 scoring.

**Cody answered:**

- Scoring criteria for need section. Each question in this section will now be worth a certain amount of points and the section as a whole will be extremely objective.
- Impact section adjusted. The impact section of project applications will consist of 40 points, regardless of the type of project. Every project will have the opportunity to score the same amount of points and the scoring of this section will include some subjectivity.
- Staff will be providing additional instruction and parameters to address concerns.
- The cost containment measure is currently included for informational purposes only. It is not a scored or threshold item; the Department would like to see a scored cost containment section with criteria included in the future.

**Director Van Vliet** added that, based on concerns raised during and following the last Council meeting, staff has moved away from the recommended policy priorities, instead shifting back to priorities that align with the 2013 NOFA. Van Vliet assured Council members that Department staff fully intends to tap Aubre Dickson for insights based on his experience and perspective before finalizing the scoring criteria.

**Mike Fieldman** expressed his appreciation for the direction things are going described by Director Van Vliet.

**Chair Woolley** said as long as priorities examples do not represent the only priorities to be considered it will be okay.

**Director Van Vliet** asked that Council members be provided with supplemental information for the NOFA discussion and a document was emailed to them. Council members received the document and continued discussion.

**Julie Cody** noted for Council members that there is still internal conversation around the inclusion of thresholds that, if not met, have the effect of stopping a project from moving forward in the process. She called attention specifically to financial feasibility and capacity as issues that are still being worked out.

**Mike Fieldman** commented on the email that was sent to Council members expressing concern that early learning hubs and coordinated care organizations are not fully developed in certain communities and could put those areas at a disadvantage.

**Director Van Vliet** replied that the goal is project collaboration and not for them to exist in isolation, understanding that some areas of the state have not fully developed early learning hubs and coordinated care organizations.

**Chair Woolley** said that she believes this is going in the right direction and glad OHCS is providing flexibility so partners are not disadvantaged in the next one.

**Director Van Vliet** said that OHCS will make a reasonable attempt to have one more opportunity for engagement in the NOFA process before it is finalized.

**Julie Cody** explained the goal is to get the 2014 NOFA out as soon as possible, pushing for April but might be in May. Awards would be made in October of 2014. The 2015 NOFA will include a broader definition of preservation and the Department will engage with partners to determine optimal timing for issuing awards. Implementation of these changes will likely be for the 2016 NOFA. Staff would like to finalize dialog by March of 2015 in order to give partners approximately 12 months to prepare.

**Chair Woolley** asked the Council if they were comfortable with the recommendation from Cody.

**Tammy Baney** really liked the direction things are going.

**Zee Koza** thanked OHCS staff for all the work that has gone into this project.

**Val Valfre** commented that he liked the way things are going.

**Mike Fieldman** liked the way things are going.

**Chair Woolley** thanked OHCS for all their quality work and said this is going in the right direction.

#### **Public Comment**

**John Miller, Executive Director Oregon Opportunity Network**, appreciated the changes that have been made. Oregon Opportunity Network agrees with the notion of prioritizing investment and coordinating with other state initiatives and appreciates the understanding

some time for adjustment is needed. It is important to clearly understand how scoring is determined and how to effectively maximize points taking into consideration local context when assigning those points. Miller said he didn't hear any details about the new housing commission, Oregon Opportunity Network believes the formation of a NOFA and making sure the NOFA meets policy goals is a perfect fit for this new policy commission. No changes until 2015 is a good move as it provides partners time to plan.

**Chair Woolley** asked for any addition public comment and there was none.

**Director Van Vliet** informed the Council that this conversation has been very helpful and everyone at the agency is committed to smooth out this process moving forward. If there are places where we feel we are still unclear we will reach out to Council members.

**c. Report from Director**

**Director Van Vliet** said OHCS is working on strategic planning for implementation the recommendations for transition moving forward. The Legislature allocated additional funds to the OHCS in the amounts of \$2M for emergency housing assistance funds and \$2.5M for preservation. OHCS will initiate recruitment and hiring a new agency administrator to oversee the Community Services section of the agency.

**7. Report of the Chair**

**Chair Woolley** stated that she wanted to thank everyone at OHCS for all of the hard work that has gone into developing consensus. OHCS is doing a phenomenal job and the Council appreciates the job everyone is doing.

**9. Adjourn State Housing Council Meeting**

**Chair Woolley** asked if there was any additional business or comment from Council members, there being none, the meeting was adjourned at 10:17 p.m.



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Jeana Woolley, Chair  
Oregon State Housing Council

4/4/2014  
Date



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Margaret S. Van Vliet, Director  
Oregon Housing and Community Services

4/4/2014  
Date