

MINUTES

Homes for Good Housing Agency



BOARD OF COMMISSIONERS

Location of the meeting:

Board of County Commissioners Conference Room, Public Service Building, 125 East 8th Avenue, Eugene, OR, 97401

Phone: 541.682.2506

The meeting location is wheelchair-accessible. Anyone needing special accommodations (deaf, people with hearing loss, language translation, chemical sensitivity needs, and large print copies of agenda), please make your request at least 48 hours prior to the meeting.

Wednesday, October 16, 2019

(1:30 p.m.) Board of County Commissioners Conference Room, Public Service Building, 125 East 8th Avenue, Eugene, OR, 97401

1. PUBLIC COMMENTS – 20 Minutes

No Public Comment

2. COMMISSIONERS' RESPONSE TO PUBLIC COMMENTS AND/OR OTHER ISSUES AND REMONSTRANCE (2 min. limit per commissioner)

None

3. ADJUSTMENTS TO THE AGENDA

4. COMMISSIONERS' BUSINESS

Char Reavis is participating via phone. Heather Buch is acting as Board Chair. Pat Farr is excused at 2:45pm.

5. EMERGENCY BUSINESS

6. EXECUTIVE SESSION

On October 16th, 2019 the Homes for Good Board held an executive session pursuant to ORS 192.660(d), "To conduct deliberations with persons designated by the governing body to carry on labor negotiations."

7. EXECUTIVE SESSION

On October 16th, 2019 the Homes for Good Board held an executive session pursuant to ORS 192.660(e), "To conduct deliberations with persons designated by the governing body to negotiate real property transactions."

8. ADMINISTRATION

A. Approval of Minutes: 09/25/2019

Motion to Approve: **Jay Bozievich**

Second: **Michelle Thurston**

The minutes are approved unanimously 7/0

B. Executive Director Report (Estimated 10 minutes)

Jacob Fox: Talks about the recent all staff diversity, equity, and inclusion training. He briefly discusses the content of the meeting including implicit bias, colorblindness, and the history of discrimination in the state. He talks about the positive feedback from staff.

Michelle Thurston: Have you had any staff pushback?

Jacob Fox: Yes, we had a little bit. Jacob talks about some examples of how various concepts can mean different things to different communities, and how some staff struggled with some of those concepts. Jacobs mentions that all of the pushback was before the all staff training, and that some of the staff who had pushed back talked to him during the training and felt better educated.

Pete Sorenson: Did this training include more examples of discrimination other than race and racism such as gender, ethnic, or socioeconomic discriminations?

Jacob Fox: Race and racism is something that our society does not talk about well. We intentionally launched our initiative talking about race and racism. We will never stop implementing this initiative, so the vision is that if we can talk to one-hundred staff members and get them more comfortable talking about race and racism, then when we get to other populations like people who have disabilities, or have mobility assistive devices, that it gets easier to grow and flourish in this work.

Pete Sorenson: I have heard that where people of one race may not know, or may not have even met someone of another race, that starting with race, which is the most egregious type of discrimination in my opinion, but sex discrimination is easier for them to process because most everyone has men in their lives or women in their lives, so they have more comfort with the idea that treating people differently based upon an irrelevant factor is not a good thing. I've heard that.

Jacob Fox: I have talked to Char pretty often, she is really passionate about our diversity, equity, and inclusion initiative being really broad and really understanding of many populations that have been historically discriminated against. So, as we move forward we may focus on different populations or subsets of populations each year.

Joe Berney: While it is great to acknowledge the bad, are you talking about solutions?

Jacob Fox: Yes, that was a big topic of the day.

Char Reavis: Comments on the positive progress that staff has made in relationship to the treatment of residents. But that it is still an area to continue to keep working on.

C. **ORDER 19-16-10-01H** In the Matter of Authorizing Formation and Financing of RAD 2 LLC Projects (Spencer McCoy, Project Developer) (Estimated 15 minutes)

Spencer McCoy: Introduces the board order and why it is needed. He gives background on the RAD phase II project and explains the six funding sources.

Motion to approve: **Michelle Thurston**

Second: **Jay Bozievich**

This motion passes unanimously 7/0

D. **ORDER 19-16-10-02H** In the Matter of Approving the Head Start Lease for Fairview Shared Office Space (Jacob Fox, Executive Director) (Estimated 10 minutes)

Jacob Fox: Explains that with the move into the new administrative build next year there will be space available in the Fairview office, and that some of the Fairview staff have moved to Day Island. When space becomes available, Homes for Good tries to start with community-based organizations. Head Start of Lane County has a space adjacent to the Fairview building, and has some administrative office needs, so this felt like a good way to support a community-based organization. We expect they will be taking over more of the space next year when we vacate the building, but we will continue to work with them based on their needs. Normally I wouldn't bring something like this to the board, but because this building is part of a public housing development which is funding by the Department of Housing and Urban Development, anytime you get a lease or any sort of encumbrance, you have to have a board order so that HUD knows you have gone through the required steps.

Michelle Thurston: Is the \$1 square foot price to cover the costs of the building? Since it includes electricity, garbage, sewer? Is that enough to cover the cost of that building including taxes?

Jacob Fox: We entered a one-year lease, we would have preferred to wait, but they are needing to be out of the building they are currently in, so they are in a little bit of an urgent need to move. We did a little bit of a rough analysis and \$1 a square foot does cover the basic costs, but if we look at a longer lease, their lease payment will need to contribute to a replacement reserve account that would maintain that building and make capital improvements on that building over time. So, we are helping them out in the short term, this covers our basic operating costs, and then if they want to continue their lease we would need to revisit that number, and it will go up.

Joe Berney: Expresses caution in leases that include utilities where you can't control the tenants usage.

Char Reavis: Expresses concern in the size of the front reception area being small, and whether having two entities in the same building will cause issue until Homes for Good moves out.

Jacob Fox: Wakan is the lead on this, but she has not raised that concern yet, but she has expressed that this is administrative space for head start, so it won't be families with kids who are coming in to receive services. So, I trust Wakan to problem solve if any issues come up, but I haven't heard that concern raised.

Char Reavis: Asks a question: if Head Start will be using the reception area.

Jacob Fox: I think there will be some amount of traffic in the area from Head Start, but I don't know what the specific volume will be, but I will follow up.

Motion to approve: **Michelle Thurston**

Second: **Pete Sorenson**

This motion passes unanimously 7/0

Pat Farr is excused after motion passes.

E. PRESENTATION Use of Interfunds (Jeff Bridgens, Finance Director) (Estimated 20 minutes)

Jeff Bridgens: Mentions that this presentation has been brought out of a question that came from the last board meeting in the budget approval process, which the COCC ending the year in a negative and how that is possible with the use of interfunds. They will discuss that today. Jeff explains what interfund is, and the use of a Wells Fargo cash account which is shared among programs. He explains the "due to" and "due from" line items within the account and what that looks like on the balance sheets.

Joe Berney: Suggests balancing out the numbers so that there are no negative balances within presentations.

Jeff Bridgens: Historically the interfund has been used across a lot of the agency's operations, almost everything was flowing into that one account, and one of the first things we did to take out these swings was to separate Real Estate Development, which is hundreds of thousands of dollars of swings in these accounts, which we needed to separate out to self-manage to have very deliberate discussions about the movement of money. I think we are to a point too where we are going to start doing that with some of our other programs, weatherization for instance. Their financial cycle is a lot longer than the month-to-month cycle of some of the other programs. Comingling those two cycles can cause a lot of cash flow issues as well. I understand why you would use interfund for certain things, when it is all a monthly operation with money coming in and out on a recurring basis, that is really the purpose of those. But for instance, real estate development has a long cycle, it could be a twelve-month cycle, or eighteen-month cycle before they are seeing cash flows, so comingling it into one account really hides a lot of the operations of what is going on.

Joe Berney: Given the outstanding audit that we received, I am surprised that any accounts that are operating on different cycles are co-mingled.

Jeff Bridgens: Especially when the operating cycles differ so much and need a certain amount of liquidity.

Heather Buch: Questions the negative balances in one of the property columns.

Jeff Bridgens: Mentions that for presentations usually those would be settled up and transferred so that they would be balanced out and not appear negative.

Pete Sorenson: Does HUD or anyone else require any trust funds that are not allowed to be comingled?

Jeff Bridgens: When we have some sort of stipulation, so we report those as restricted funds, and don't comingle those with other accounts.

9. OTHER BUSINESS

Adjourn