

EMERGENCY SHELTER ASSESSMENT COMMITTEE

Remote Meeting

**Thursday, July 16, 2020
9:00 AM**

AGENDA

1. Introductions

- a. Topic: Remote Emergency Shelter Assessment Committee Meeting
Time: Jul 16, 2020 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/96771407889>

Meeting ID: 967 7140 7889
One tap mobile
+13017158592,,96771407889# US (Germantown)
+13126266799,,96771407889# US (Chicago)

Dial by your location
+1 301 715 8592 US (Germantown)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)

Meeting ID: 967 7140 7889
Find your local number: <https://zoom.us/u/ayfhKgwV4>

- b. Review and Approval of Minutes

2. Homeless Voices for Justice

3. Monthly Shelter Bed Usage Statistics

- a. June, 2020 Portland City-wide Shelter Statistics

4. LTS Update

5. Federal, State and Local Legislation

6. Governance Sub-Committee

a. Presentation

7. Other Business

Next Meeting

August 20, 2020

Time: 9:00 AM

Location: Remote Meeting

If you should have any questions, please contact:

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Social Services Division
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Adam Harr
Health & Human Services Department
Social Services Division
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Emergency Shelter Assessment Committee

One City Center

Thursday, June 18, 2020

9:00 am – 10:00 am

Minutes

Name	Organization	Name	Organization
Adam Harr	City of Portland	Norm Maze	Shalom House
George Rheault	Bayside Resident	Ginny Dill	Shalom House
Beth Campbell	United Way	Vickey Rand	CHOM
Aaron Geyer	City of Portland	Amanda Methot	City of Portland
Jim Divine	HVJ	Meredith Pesce	Amistad
Tom Natalie	Milestone Recovery	Brian Townsend	Amistad
Bill Higgins	HA4A	Jeff Tardif	City of Portland
Kelley Walsh	City of Portland	George Flores	MEJP
Heather Zimmerman	Preble Street	Jenny Stasio	Through These Doors
Cullen Ryan	CHOM		

- **Introductions**
 - Review and approval of April 16, 2020 Draft Meeting Minutes.
 - Brian moved to approve the May meeting minutes; Norm seconded and the motion passed unanimously.
- **Homeless Voices for Justice**
 - Longest Day of Homelessness on the Solstice is June 19, 2020.
 - Will be virtual.
 - Looking for allies to give input during the vent.
- **Monthly Shelter Bed Usage Statistics**

Emergency Shelter Assessment Committee

- o 184 unduplicated individuals assisted with hotels across
 - Five hotels for singles.
 - 3 Hotels for families
- o CTO VS Restrictions around positive test results may have caused the jump in CTO numbers.
 - 8 OSS CTOs accurate.
 - Milestone numbers seem high.
 - Close contact restrictions are not CTs
 - CTs will be amended to reflect about to about 45 total CTOs.
- o Sullivan Wellness Shelter numbers are included.
- o Bill asked if there is a plan to open up OSS?
 - There's is a plan that adapts as guidance from the CDC comes out.
 - People presenting for shelter continue to be assisted with GA Hotels.
- o George asked about the Intake process at GA and what hotel shelter stays look like.
 - GA intakes are done with typical eligibility screening, with shelters, food and nonfood issued.
 - Hotels are determined by the IDs available as some hotels have different ID requirements.
 - Preble Street delivers meals.
 - Hotels use key cards like a normal hotel stay.
 - Some hotels have removed and restricted guests; in most cases, alternate hotels have been found for guests.
- o Now that vouchers are available, when will placements go up?
 - OSS continues to work on housing.
 - LTS is meeting to increase momentum.
 - Housing placements are made as units become available.
 - From the family shelter perspective, there has been some success thanks to STEP from MaineHousing and the Portland Housing Authority.
 - One family placed with PHA in less than 2 weeks.
 - City has opened up inspections so 3 families are moving out today.
 - Shalom is open and able to take BRAP and S+C applications.
- **LTS Update**
 - o LTS has started meeting again in a slightly smaller group due to the Covid response taking them away.
 - o Placements have housed some folks that were on the list for a long time.
 - o Anyone interested can contact Cullen to be a part of the meetings.
 - o Some landlords have grown frustrated with tenants with no ability to pay due to loss of income and are turning to people with rental subsidies.
 - o Work in progress without a list, coordinating among the agencies who are present.
- **Federal, State and Local Legislation**

Emergency Shelter Assessment Committee

o Federal

▪ CARES ACT

- Request from shelter network of the statewide homeless council to see if part of the money (\$1.25 billion) can go to a comprehensive package:
 - o \$20 million to shelters to increase capacity with staffing
 - o \$10 million for RRH for victims of DV, youth, and people in recovery.
 - o \$20 million to increase the supply of supportive housing targeted to LTS and chronically homeless
 - o \$10 million for groundwork to develop more affordable housing inclusive of folks experiencing homelessness.
 - Land banking
 - Building banking
 - Predevelopment money

▪ Possible fourth stimulus package.

- Senate is likely to come up with a package out in early August or after the election.
 - o SMART Act.
 - o \$500 billion direct aid to state and local governments
 - \$2 billion to Maine
 - o \$1.25 already allocated to Maine from CAREs would become more flexible.
 - HEROES Act passed in house but it does not gain traction in Senate.
 - o These numbers were shared at the last meeting.
 - o Pressure to include 100 billion of rental assistance to be included in a senate version.
 - Recognizing how much homeless increased due to section 8 cuts.
 - Phase 4 stimulus on Youth homelessness asking for a \$300 million for runaway homeless youth, and \$500 million increase in McKinney Vento and \$2 billion for family stabilization fund
 - o Dear colleague letter sent and gaining traction.
- #### ▪ Bill Asked how the ESG funds will be spent.
- Round one allowed the wellness shelter and other needs met for people tested positive.
 - It is funding hotel placements.
 - Second round is part two of that.
 - Looking for resources to go to shelters, hotels but mainly focus on rapid rehousing to get people out of hotels.
 - Can go up to 120% in paying for people who have a disability (requires a disability form)

Emergency Shelter Assessment Committee

- City ESG
 - Every year the City receives about 160,000 in specifically allocated funds among OSS, FS, HMIS.
 - Council Voted on it.
 - First round of funding about \$500,000 approved by council for COVID response.
 - Second round of funding has been released and will be reaching out for input from community and providers.
 - As updates are available, Community Development will send out notifications.
- USICH Federal Strategic Plan to Prevent and End Homelessness Public Comment Period
 - Public comment due by July 11th with specific questions to be answered:
 - If you were to propose one new initiative that the federal government is not doing now what would it be?
 - Outside of prior USICH federal strategic plan focuses, what else might the federal government do to prevent and/or reduce homelessness?
 - What is one activity the federal government is doing that you believe should be deprioritized?
 - What is one activity that the federal government is doing well and that should be prioritized?
 - Overall, what would you say the top 3 federal priorities should be as they relate to preventing and ending homelessness?
 - In terms of homelessness, what areas are in need of greater attention at the federal, state, and local levels?
 - Anything else you wish to add?
 - <https://www.usich.gov/public-input/>
 - Biggest point of commenting is that Trump administration has appointed a new head on interagency council on ending homelessness and the new head seems to be moving away from housing firsts.
 - Housing first is a successful model and should not be moved away from.
 - Individual or organization level comments: both including bodies like ESAC.
 - Aaron asked if there is a motion for ESAC to support. Cullen moved for ESAC to comment in support of housing first, George seconded and Cullen will draft a comment for the tri chairs to approve.
- HR6724: ESG Funding Bill in the Senate.

Emergency Shelter Assessment Committee

- May not go anywhere.
- Position paper for the next stimulus package, although it is unclear when that will come.
- o State.
 - Legislature is working toward reopening with committees meeting
 - Funding proposal for shelters: \$3 million
 - FUSE (No fiscal note)
 - Housing the 200 most frequent users of emergency services.
 - Is there a Maine Specific eviction moratorium?
 - Yes, via Governor's executive order. Renewed for 30 days each time the executive order is renewed.
 - No evictions from nonpayment of rent.
 - Courts are not open for evictions.
 - George asked if people are hearing about non-legal or "back door" evictions?
 - Some states have been taking action against landlords shutting of utilities and any such action in Maine should be reported.
 - There is a backlog in the courts and will take a while for evictions to get through, possibly in Winter.
 - Stimulus packages would help with evictions, such as the expanded unemployment insurance and stimulus checks however some people have not received their unemployment yet; when people do receive, they may be able to stop evictions by paying back rent.
 - Tomorrow the appropriation and financial affairs committee will be meeting.
 - Session 2 at 11:00 am has community input from healthcare and other nonprofits responding how the government can support them during the pandemic.
 - Can listen in as they discuss cares act funding.
- **Governance sub-committee**
 - o Discussion about participation in ESAC and membership versus people who attend the meeting.
 - Longstanding organizations versus people attending for the first time.
 - Report out coming next month.
 - Pros and Cons of having ESAC being related to the City Council in an official capacity
 - Could come with benefits but there are very specific protocols with being related to the city council.
 - Voting rights and membership among participating agencies.
 - ESAC meeting length.
 - Not go back to 8:30 start time.

Emergency Shelter Assessment Committee

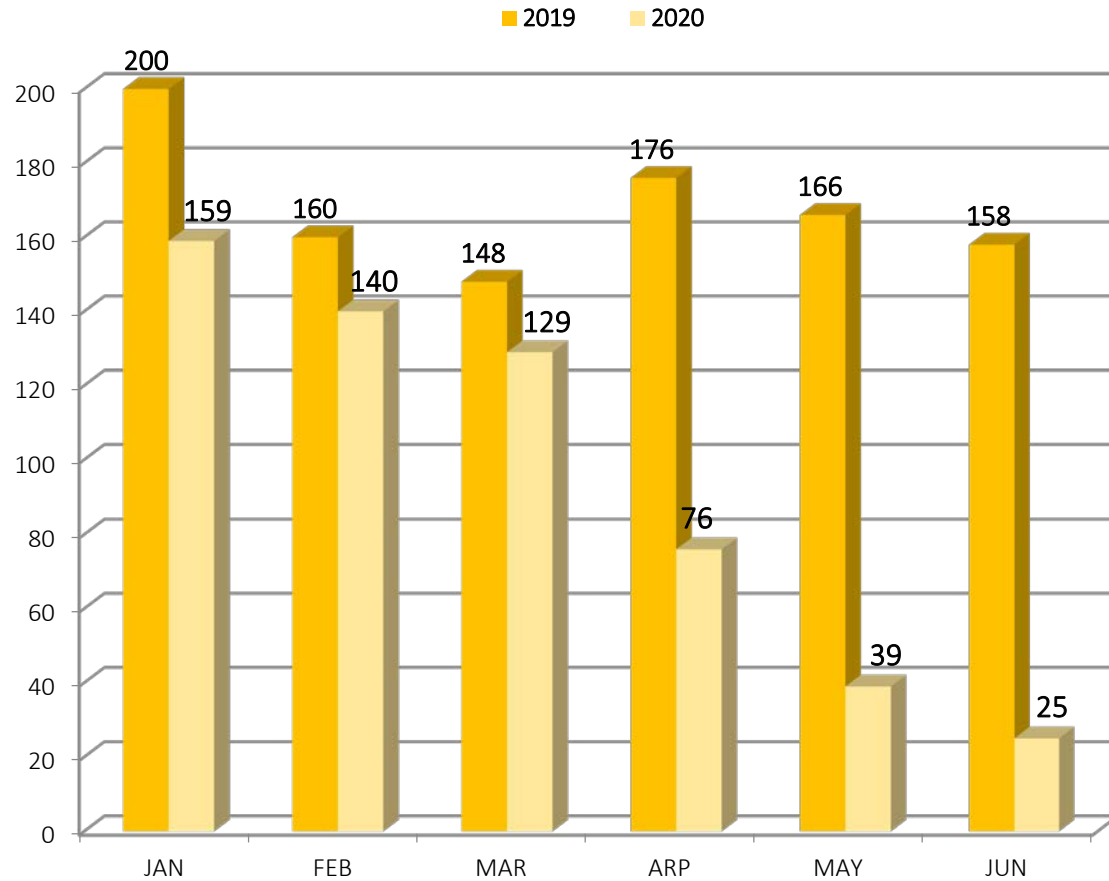
- How to have a meeting length that is adequate but does not interfere with other standing meeting.
- Formation of an executive committee
 - Agenda forming
 - Membership approval semi regularly.
- Next month is when the committee will bring official recommendations; 1 for a vote to adopt and another to vote on continued work.
- George spoke about core goals of ESAC
 - ESAC could have addressed Shalom house program ending.
 - He said that he expected getting into the weeds of emerging or important issues such as CTOs would have happened more.
- **Other Business**
 - o Can HVJ make a Facebook event for the Solstice; will answer after the meeting.
- **Next Meeting July 16, 2020.**

PORTLAND HOMELESS SHELTERS

Average Total Number of Individuals Residing in Shelters per Night:

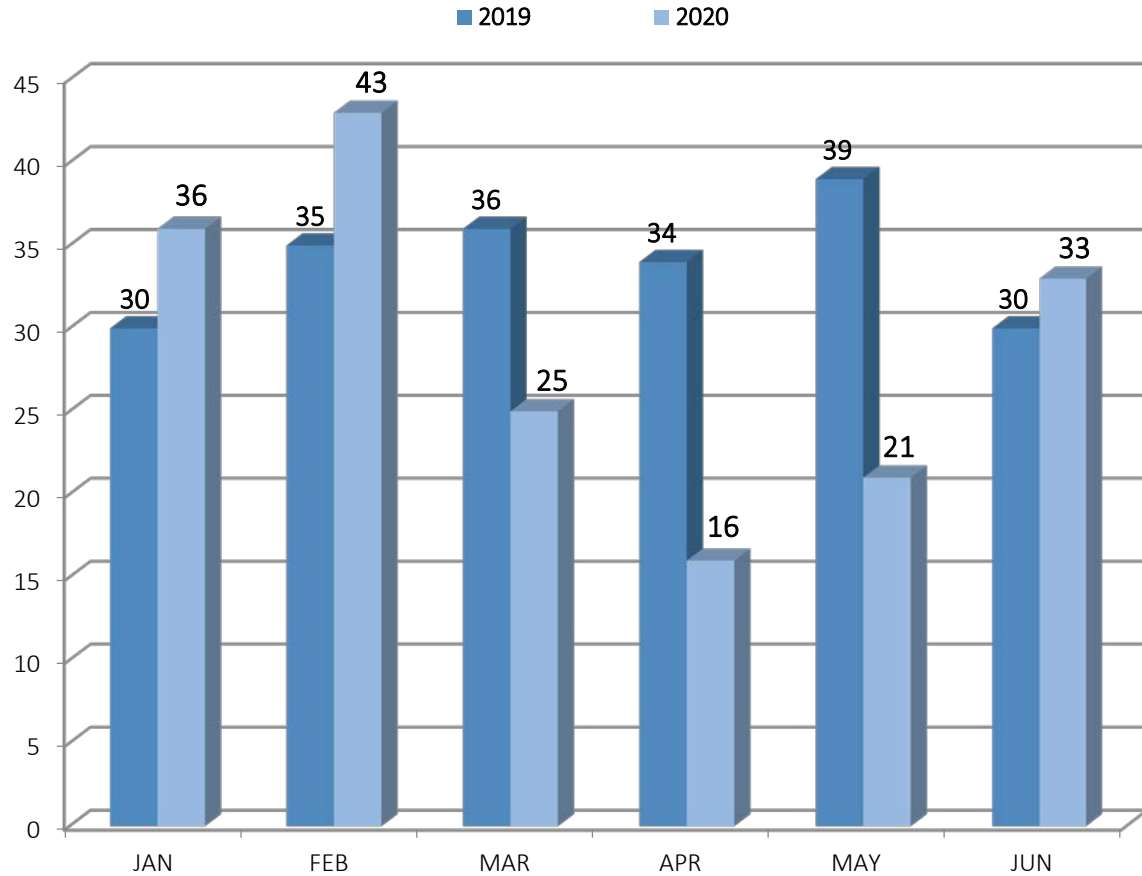
	June 2019	June 2020
ADOLESCENTS	19 Individuals	9 Individuals
FAMILIES	134 Individuals 46 Average Families	194 Individuals 66 Average Families
	164 individuals in WC/Expo	
ADULTS	281 Individuals	174 Individuals
Total	598 Individuals	377 Individuals

PORTLAND, CITY-WIDE JUNE 2020 SHELTER INTAKES BY MONTH



	INTAKES
Through These Doors	1/3
Family Shelter	0/0
Joe Kreisler	3
Milestone	3
Oxford Street (Men)	0
Oxford Street (Women)	1
Florence House	6
Sullivan Wellness Shelter	11
TOTAL	25

PORTLAND, CITY-WIDE JUNE 2020 HOUSING PLACEMENTS BY MONTH



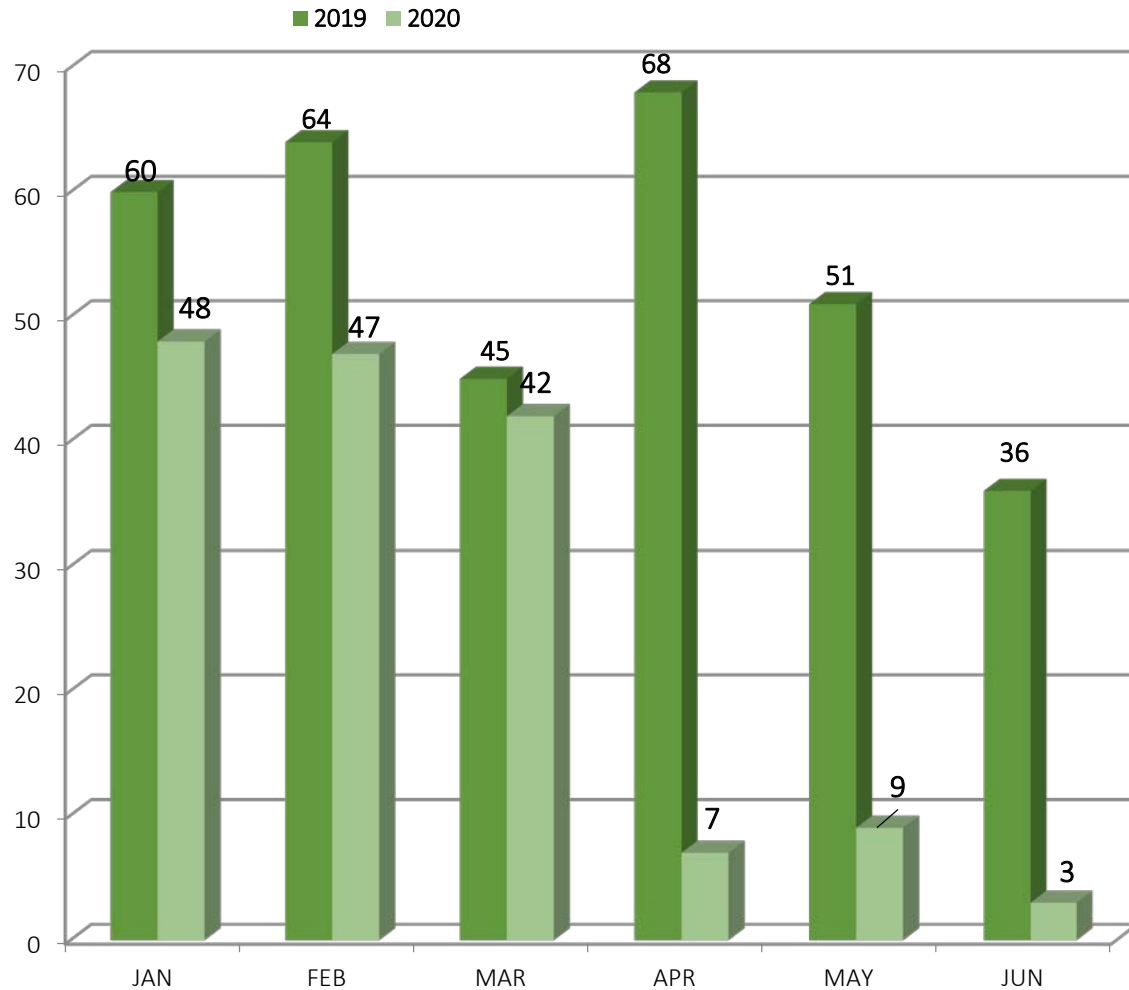
*Starting November, 2013, Oxford Street Shelter shifted prioritization of housing placements to their 30 longest-term stayers.

	TOTAL HOUSING PLACEMENTS	TRANSITIONAL	PERMANENT
Through These Doors	1/1	0	1/1
Family Shelter	11/35	0	11/35
Joe Kreisler	9	3	6
Milestone	0	0	0
Oxford Street (Men)	7	0	7
Oxford Street (Women)	0	0	0
Florence House	2	1	1
Sullivan Wellness Shelter	3	0	3
TOTAL	33	4	29

PORTLAND, CITY-WIDE

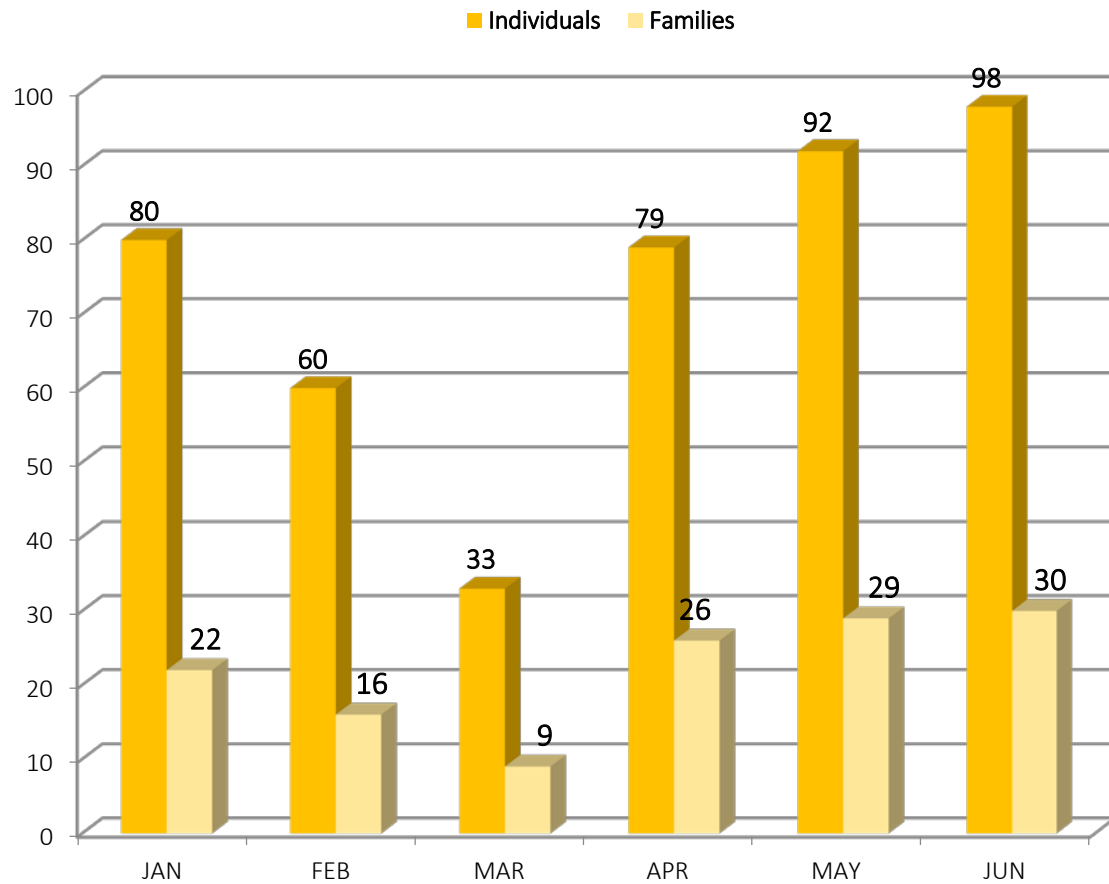
JUNE 2020

1st TIME HOMELESSNESS STATISTICS (BASED ON SELF-REPORTING)



1 ST TIME HOMELESSNESS STATISTICS	1 st Time Homeless Intakes	% of Total Intake	% of Total First Time Homeless Intakes
Through These Doors	0/0	0%	0%
Family Shelter	0/0	0%	0%
Joe Kreisler	3	12%	100%
Milestone	0	0%	0%
Oxford Street (Men)	0	0%	0%
Oxford Street (Women)	0	0%	0%
Florence House	0	0%	%
Sullivan Wellness Shelter	0	0%	0%
TOTAL	3	12%	100%

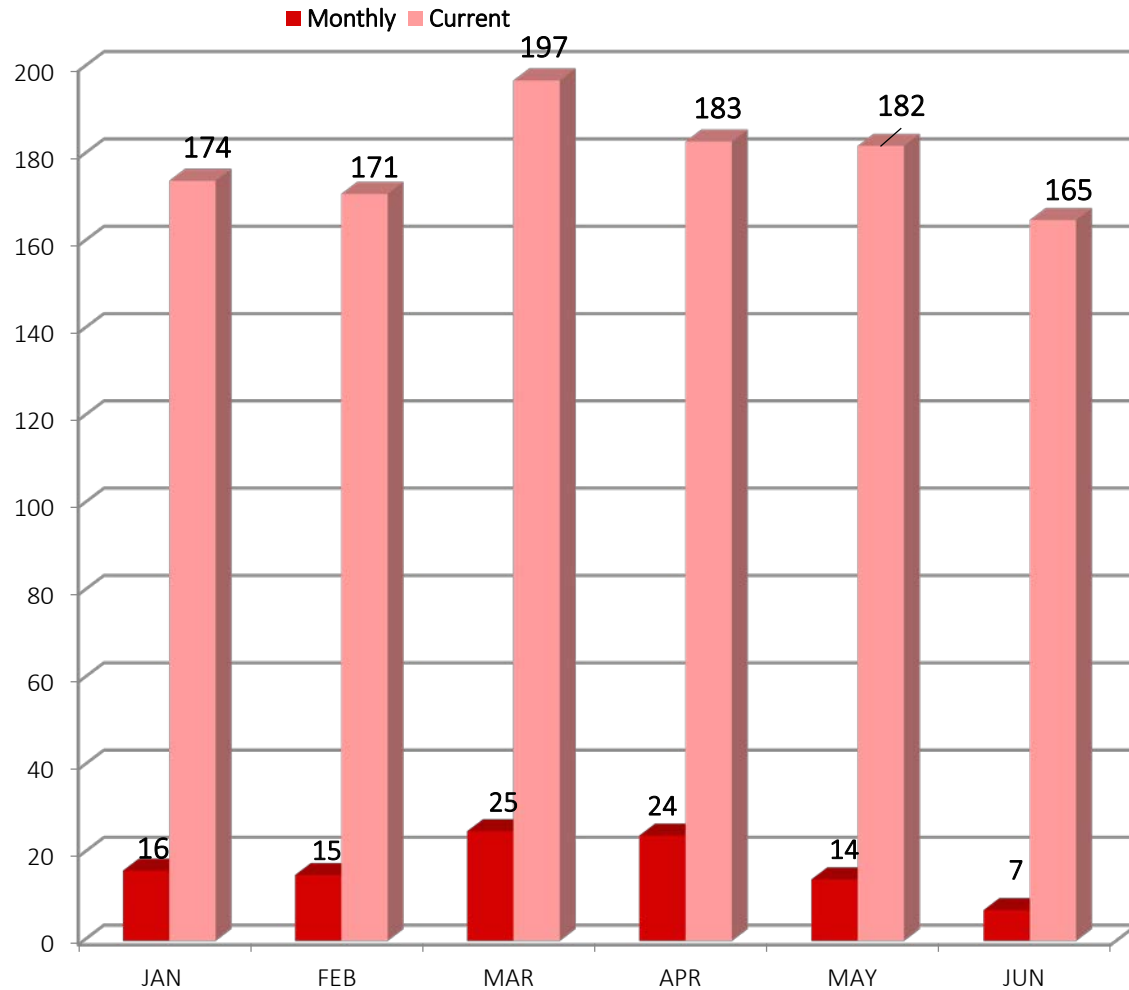
PORTLAND, CITY-WIDE JUNE 2020 WARMING CENTER STATISTICS BY MONTH



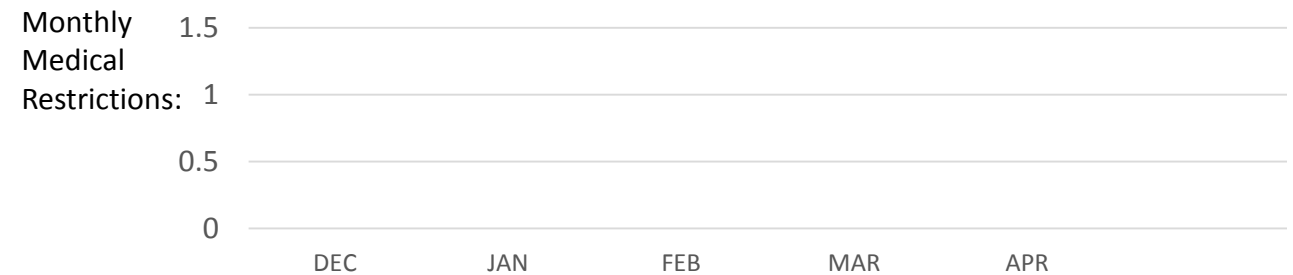
Warming Center	
Intakes	9/32
Housing Placements	3/14
Family Promise	/

Date	Families	Individuals
1	33	107
2	32	104
3	32	104
4	32	104
5	32	104
6	32	104
7	32	104
8	30	100
9	31	103
10	30	99
11	30	99
12	30	99
13	30	99
14	30	100
15	31	104
16	30	99
17	30	99
18	29	93
19	29	93
20	29	93
21	29	93
22	30	96
23	30	96
24	27	88
25	27	88
26	28	91
27	28	91
28	28	91
29	28	91
30	29	96

PORTLAND, CITY-WIDE JUNE 2020 CTOs FROM SHELTER



CTO STATISTICS	CTOs in the Month	Medical Restrictions by Month	Current CTOs
Family Shelter	0	0	0
Joe Kreisler	0	0	6
Milestone	4	0	56
Oxford Street Shelter	2	0	99
Florence House	0	0	3
Sullivan Wellness Shelter	1	0	1
TOTAL	7	0	165



PORTLAND, CITY-WIDE JUNE 2020 SHELTER COUNT BY NIGHT

On June: 1st & 2nd

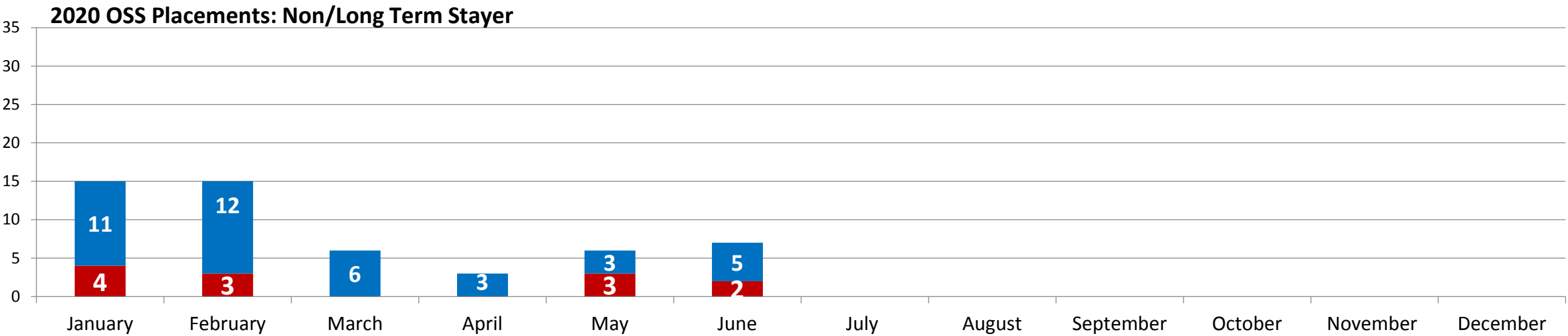
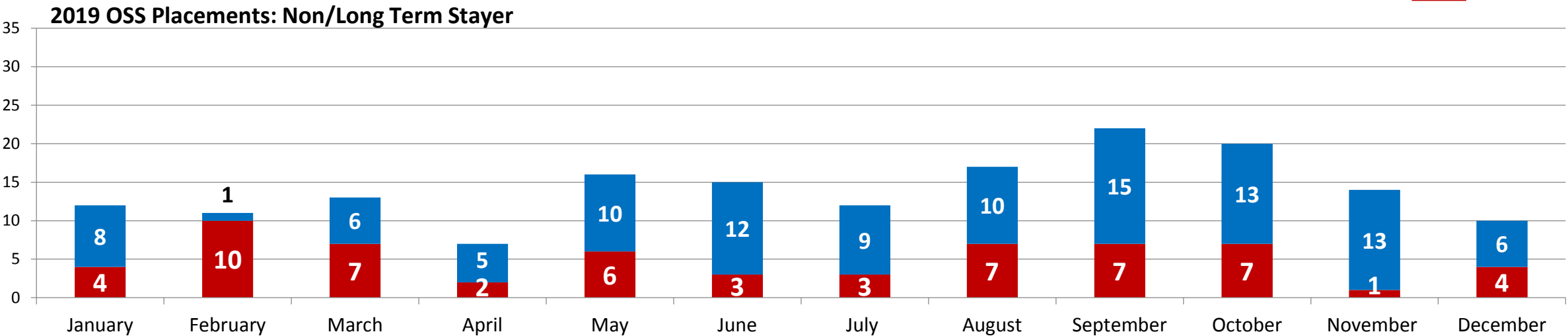
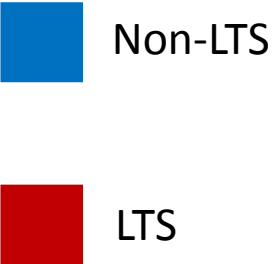
420 individuals

(including families)

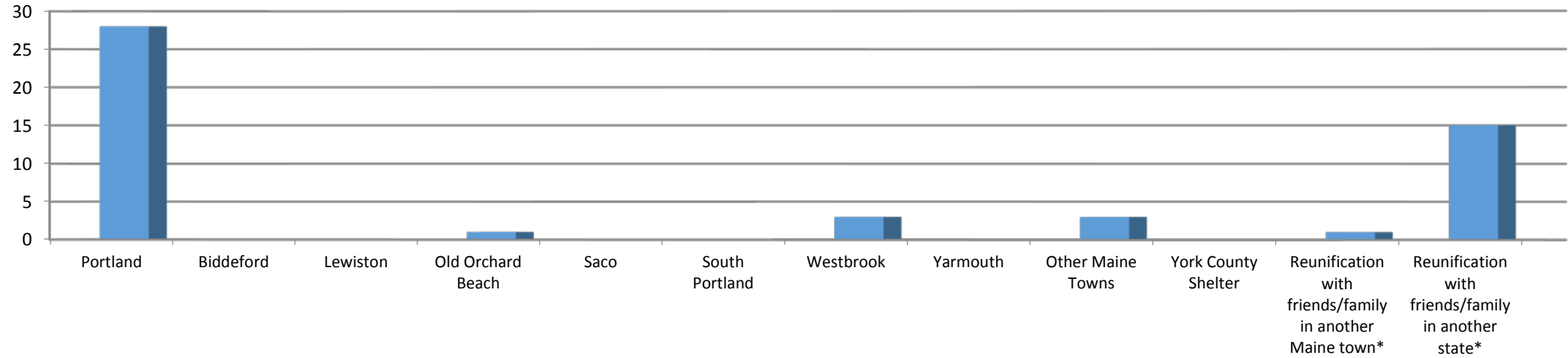
were utilizing shelter services in
Portland

Calendar Day	Through These Doors	Family Shelter	Florence House	Joe Kreisler	Milestone	OSS Beds	Sullivan Wellness Shelter	Total Bed Nights
1	22	203	34	11	21	84	45	420
2	22	200	35	11	17	90	45	420
3	22	200	36	11	12	83	41	405
4	22	196	37	10	14	84	43	406
5	21	196	36	7	11	70	41	382
6	21	196	35	9	11	78	39	389
7	21	196	34	9	14	77	46	397
8	21	186	35	11	16	79	45	393
9	21	189	36	10	14	80	46	396
10	21	180	39	12	18	83	46	399
11	21	180	39	10	17	74	47	388
12	21	180	35	11	21	69	45	382
13	21	180	40	7	25	76	45	394
14	21	181	40	6	23	74	42	387
15	22	180	36	8	21	73	44	384
16	21	175	34	9	22	74	47	382
17	21	175	34	11	22	78	44	385
18	21	158	35	10	19	71	44	358
19	19	158	34	7	19	75	39	351
20	21	158	34	8	18	75	41	355
21	21	158	35	10	26	77	40	367
22	21	156	35	10	22	73	48	365
23	21	155	32	8	18	71	48	353
24	21	147	36	8	19	69	46	346
25	21	147	36	10	17	67	40	338
26	21	150	37	9	20	68	38	343
27	21	150	36	9	22	62	46	346
28	22	150	36	10	20	70	45	353
29	22	150	40	8	21	76	47	364
30	25	155	40	8	27	77	48	380
Total*	639	5,185	1,081	278	567	2,257	1,321	11,328
Avg/night*	21	173	36	9	19	75	44	378
Highest*	25	203	40	12	27	90	48	420
Lowest*	19	147	32	6	11	62	38	338

OXFORD STREET SHELTER & COMMUNITY OVERFLOW HOUSING PLACEMENT DATA



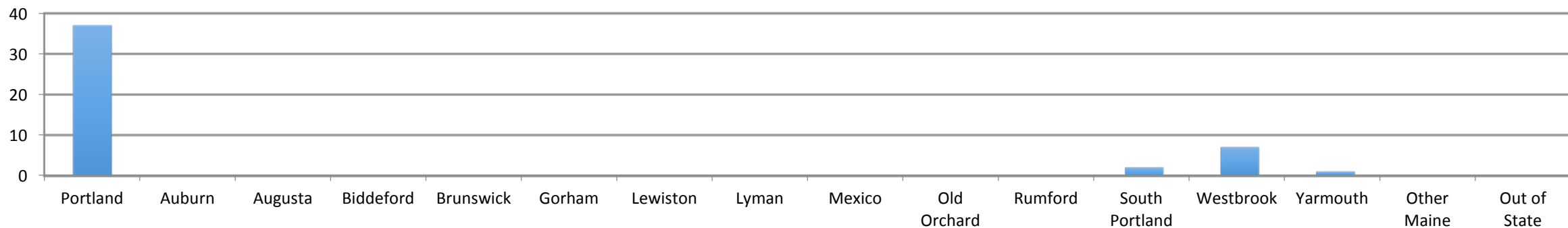
OXFORD STREET SHELTER & COMMUNITY OVERFLOW PERMANENT AND TRANSITIONAL 2020 HOUSING PLACEMENT DATA



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL	%
TOTAL HOUSING PLACEMENTS	15	15	6	3	6	7							52	100%
Portland	6	7	2	1	5	7							28	55%
Biddeford														0.0%
Lewiston														0.0%
Old Orchard Beach	1												1	2%
Saco														0.0%
South Portland														0.0%
Westbrook			1	2	1								3	6%
Yarmouth														0.0%
Other Maine Towns		2	1										3	6%
York County Shelter														0.0%
Reunification with friends/family in another Maine town*	1												1	2%
Reunification with friends/family in another state*	7	6	2										15	29%

FAMILY SHELTER
PERMANENT AND TRANSITIONAL
HOUSING PLACEMENT DATA

■ 2020

[illegible]

Proposed ESAC Definitions, Membership, Voting Rights, and Attendance

Definitions

- A. **ESAC Member** - An ESAC Member is an agency, organization, association, company, corporation, or county or municipal entity which attends ESAC meetings through representation by its staff. An ESAC Member is eligible to voting if it has met the ESAC attendance requirements (see **Attendance** section below).
- B. **Agency** – An Agency is defined as “an IRS Corporate Entity.” Therefore, if a person receives a US Internal Revenue Service (IRS) Form 1099 as a consultant or an IRS Form W-2 if they are employed by the Agency.
- C. **Organization or Association** – An Association or Organization is defined as a group of people who work together in an organized way for a shared purpose.
- D. **County or Municipal Entity** – a local political unit having powers of self-government.
- E. **ESAC Participant** - ESAC welcomes all individuals to participate in ESAC meetings, including persons with lived experience of homelessness and/or organizations within Maine that have an interest in and subscribe to the mission and policies of ESAC, and who, through their participation, will contribute to ESAC’s ability to carry out its mission.

Meetings

- A. ESAC shall hold scheduled meetings of the general membership at a time and place agreed upon by the membership at least monthly, unless the membership periodically decides to meet less frequently.
- B. All meetings of the ESAC are open to the public.
- C. Notice of meetings will be provided to ESAC membership by the city of Portland.
- D. A quorum must be in attendance to hold a vote or conduct business at regular ESAC meetings. A quorum shall be greater than 50% of the number of eligible voting members and determined prior to the start of each meeting. If a quorum is not present at a meeting, discussion may still take place, but business and voting will not be conducted. The city of Portland shall track attendance and voting member status to determine quorum status for meetings.

Membership

An ESAC Member is defined above. Each member of ESAC is a vital link in a collaborative community network and, as such, shares in ideas, concerns, and decisions regarding the development and deployment of resources to address the needs of people who are experiencing homelessness and those at risk of homelessness in Portland.

There are no membership dues or fees.

Attendance

- A. An ESAC Member shall be considered in attendance if they are represented by any member of their organization (the same person need not attend all meetings).
- B. An ESAC Member must have attended 50% or more of the meetings in the previous 12 months to be eligible to vote.
- C. Regular meeting attendance will be recorded and maintained by the city of Portland. The city of Portland will provide ESAC Chairs with attendance tracking sheets prior to regularly scheduled ESAC meetings and confer with the ESAC Chairs as needed to determine voting eligibility.
- D. ESAC Committee meetings will not be included for voting or quorum calculation purposes at regular ESAC meetings.

Members General Voting Rights

- E. There shall be one vote per ESAC Member in attendance and eligible to vote on all ESAC matters that come up at general ESAC meetings. No one person can represent more than one ESAC Member in any given meeting.
- F. Participation by telephonic conference call or other electronic means shall count as attendance, and eligible members may vote by electronic means.
- G. If an ESAC Member has different entities under it, only the parent entity and not the separate units may cast a vote. It is the responsibility of an ESAC Member to determine who will vote on their behalf.
- H. All items placed for voting must be made by motion and seconded. Motions may be made and seconded by any ESAC Member in attendance.
- I. A simple majority (greater than 50%) vote by those in attendance and eligible to vote based on previous attendance (see **Attendance** section above) shall determine the outcome of the vote. If specified in the motion, a vote may be taken by roll call, written ballot, and/or electronic means.

ESAC Governance Subcommittee Recommendations

July 16, 2020

Mission/vision statement

- A collaboration to ensure the safety and well-being of people experiencing homelessness in Portland. ESAC engages service providers, consumers, local and state government representatives, advocates, and interested community members to develop a comprehensive knowledge and authority on local homelessness. ESAC uses planning, coordination, and advocacy to ensure a continuum of care and support for people experiencing homelessness.

Areas to cover

- Membership eligibility Vs Interested participants
- Voting, attendance, tracking attendance
- ESAC leadership
- Tri-chairs & Executive Committee
- Subcommittees- Executive, LTS, Membership
- Data to collect and guide policy
- Status- Independent, advisory, council committee

Immediate Recommendation

- Extending the length of ESAC meetings to 90 minutes (9-10:30am)

Membership eligibility Vs Interested participants

- ESAC welcomes all individuals to participate in ESAC meetings, including persons with lived experience of homelessness and/or organizations within Maine that have an interest in and subscribe to the mission and policies of ESAC, and who, through their participation, will contribute to ESAC's ability to carry out its mission.
- ESAC needs a policy to determine the terms of committee membership, while reinforcing that ESAC's meetings are fully open to all interested members of the public.
- Important that each voting member be an agency or entity that occupies a role as a true stakeholder
 - ESAC members ought to be an agency or entity, and not an individual.

Voting, attendance, tracking attendance

Voting

- While striving for consensus, a supermajority (at least 80%) vote by those members in attendance and eligible to vote based on previous attendance shall determine the outcome of the vote.
- A quorum must be in attendance to hold a vote or conduct business at regular ESAC meetings. A quorum shall be greater than 50% of the number of eligible voting members and determined prior to the start of each meeting.

Attendance

- An ESAC Member must have attended 50% or more of the meetings in the previous 12 months to be eligible to vote.

Tracking Attendance

- Regular meeting attendance will be recorded and maintained by the city of Portland.

ESAC Leadership

Tri-chairs: HVJ, United Way, City of Portland

Executive committee: Tri-chairs + Amistad, Preble Street

1. Lived experience of homelessness or shelter– HVJ + other consumer group/voice
 - a. Outreach to these groups to welcome them to the table
 2. Community organizations – Amistad, United Way, Preble Street
 3. Government – City of Portland HHS
- Executive Committee will discuss bringing in other organizations, as necessary.

Tri-chairs model inclusivity and power-sharing via:

- Alternating facilitation
- Democratic agenda making
- Equal seat at the table

Subcommittees- Executive, LTS, Membership

Proposed Subcommittees:

- Membership → need to be determined by Executive Committee
- Data Subcommittee

Existing Subcommittees:

- Long Term Stayers

Executive Committee responsibilities

- Agenda setting
- Determine the need for various subcommittees and ad hoc committees to support the broader work and goals of ESAC
- Work to appoint other members to fill all needed functions relative to existing subcommittees (Long Term Stayers) AND to support committee creation or decisions to support ESAC's policies on Membership, its relationship with the City Council, and other essential questions.
- Make membership decisions: appoint others to lead a process to establish membership criteria, determine how entities will be approved and onboarded as members, and make other relevant determinations about the process.

Data Subcommittee

- Need more data for accurate & full picture of homelessness & housing insecurity in Portland, so we can make data informed decisions
- Importance of both quantitative and qualitative data
 - Qualitative being quality of life
- Include data on unsheltered
 - CTOs
 - Released from jail or prison
- Full scope and charter to be developed by full committee

Status- Independent, advisory, council committee

Developing a participatory relationship with City Council could enable:

- Discussion
- Education
- Problem solving
- Transparency

Pros & cons to different relationships with City Council