

## Finance/Administration Committee

May 1, 2019

City Hall Council Chambers, 980 Applegate, Philomath

The meeting was called to order by Chair David Low at 5:30 p.m.

### 1. ROLL CALL:

Committee: David Low, Marion Dark and Chas Jones

Staff: Finance Director Joan Swanson and City Recorder Ruth Post

### 2. APPROVAL OF MINUTES:

**MOTION:** Councilor Dark moved, Councilor Jones second, to approve the minutes of February 5, 2019 as presented. Motion approved 3-0.

### 3. PRESENTATIONS:

#### 3.1 Social Service Funding Requests

Philomath Family Housing Stability Team, Van Hunsaker, Philomath, OR – Mr. Hunsaker described the formation of a new committee to provide assistance to Philomath residents experiencing housing issues. He requested the Committee make a recommendation to the City Council for the City to participate in this endeavor by appointing someone to the Committee. He stated the emphasis is to keep families from becoming homeless and they are requesting \$2,000 from the City to go into the fund.

There was discussion about what the expectation for the City to participate would look like. Mr. Hunsaker described a 3-person committee that would review assistance requests and stated a draft of the criteria was distributed to the City Council at the April meeting. Mr. Hunsaker stated the School Board has not made any financial commitment to the fund at this time. He stated that if the City did decide to participate, it would require either staff or a Council member's time. He stated there are general homelessness issues that would be addressed by the Committee. There was discussion about Superintendent Goff's impending departure and the need for her to be replaced as the School Board representative.

Philomath Community Services (PCS), Jean Goul, President, and Mark McGuire, Executive Director, Philomath, OR – Mr. McGuire reviewed the programs that operate under the umbrella of PCS. Ms. Goul described the addition of a paid Executive Director and summarized expenses included in their financial statements. She described new refrigeration equipment that will improve food preservation. Councilor Low stated for the record that he serves on the Board for PCS but can make a fair and impartial decision regarding allocation of funds. There was discussion about the increased request from \$5,600 last year to \$7,000 this year.

Philomath Youth Activities Club (PYAC), Ed Van Vlack, Executive Director, Philomath, OR – Mr. Van Vlack distributed the 2017 Annual Report and the Logic Model used by PYAC. He focused on the outcomes and Indicators that result from their programs. He described the story of a PYAC alumni who spoke at their fundraising dinner in December and his activities today in impacting the foster children system in Oregon. He described the challenges kids go through in adolescence and the impact that PYAC tries to have. Councilor Low stated Mr. Van Vlack is related by marriage but this would not impact his ability to make a fair and impartial decision regarding allocation of funds.

There was discussion about the expenses included in the PYAC budget. Mr. Van Vlack described the impact of the minimum wage increase affecting staff salaries. Councilor Dark stated the importance of role models provided in an organization like PYAC. Mr. Vlack described the training provided to volunteer coaches and the growth of students through the programs.

ABC House, Jennifer Gilmore-Robinson, Executive Director, Albany, OR – Ms. Gilmore-Robinson described the services provided by ABC House in addressing child abuse in Benton and Linn Counties. She described the child abuse assessment and support services provided in connection with abuse investigations. She described their collaboration with local law enforcement agencies. In addition, she gave an overview of the abuse prevention intervention efforts provided by ABC House. She stated they

provided direct services to 2% of the Philomath population last year. She stated although their services are state mandated, there is no funding provided by the state for their services. Ms. Swanson described the work provided by ABC House for the Philomath Police Department in cases involving children. Ms. Gilmore-Robinson described the adult training efforts provided by ABC House and the partnerships they have with other area social service organizations and the Linn and Benton County Mental Health Departments.

Senior Meals Program/Meals on Wheels, Anita Lengacher, Supervisor, Albany, OR – Ms. Lengacher described the services provided to Philomath residents both in a dining room and meals delivered to homebound residents. She stated their goal is to enable seniors to stay independent as long as possible and they currently have a client who is over 100 years old. There was discussion about the welfare check services that drivers also perform through the relationships they build with clients. There was discussion about the screening process used by the Council of Governments to verify eligibility and to determine potential additional services a client might qualify for.

Strengthening Rural Families (SRF), Paul Smith, Executive Director, Philomath, OR – Ms. Smith stated SRF is 95% grant funded and described the leverage that local funding provides when applying for grants. He described the programs and services SRF provides for rural parenting and rural health. He described the needs of residents outside of the City limits. There was discussion about the collaboration between agencies that SRF partners with. Mr. Smith described the relationship between SRF and the School District. There was discussion about free lunch eligibility at Philomath Elementary School.

We Care, Bob Loewen, Chair, Corvallis, OR – Mr. Loewen described the collaboration of 18 faith communities that make up We Care and the assistance they provide to people struggling to maintain sustainability. There was discussion about the difference between one-time assistance and other resources that may be needed for citizens with longer-term sustainability situations. He described the relationship they have with Community Services Consortium and Community Outreach in receiving referrals in addition to referrals from the different faith communities.

FISH Emergency Services, Corvallis, OR—Ms. Post noted that a representative from FISH Emergency Services was unable to attend but did submit information for consideration.

## **NEW BUSINESS:**

**4.1 Social Service Funding Allocations** – Ms. Swanson explained the two separate funding assistance programs that the City has developed.

She described the Council policy on allocating 35% of the state revenue sharing to provide assistance to local organizations. She explained that one of the guiding principles is that these agencies fill service gaps that the City does not provide. She stated the Committee's recommendation to the Council is reviewed at the first meeting in July after the budget has been approved.

Ms. Swanson explained the funding allocation from the water and sewer funds to provide assistance to residents facing water service shutoff for nonpayment. She described the relationship the City has developed with FISH Emergency Services and We Care in administering assistance to residents. She noted the funding has been increased in the 2019-20 budget due to the increased water rates and concern that there will be more water customers with payment difficulties. She suggested the possibility of having the Committee consider additional options for providing assistance with the additional funds.

There was discussion about the different purposes of the two separate sources of funds. There was discussion about the Philomath Family Housing Stability Team still being in very early development. There was discussion about the vision of this program and the comparison to the other established local

service agencies and that FISH and We Care also provide housing assistance funding. There was discussion about the track records and assistance statistics of the other agencies. There was discussion about the merits of the each of the different organizations and possible allocations

**MOTION:** Councilor Jones moved, Councilor Dark second, the Committee recommend to the City Council the following donations: PYAC \$7,000; Philomath Community Services \$6,100; ABC House \$3,000; Senior Meals Program \$1,500; Strengthening Rural Families \$1,200; and Philomath Family Housing Stability Team \$900 for a total of \$19,700 in social service donations. Motion approved 3-0.

There was discussion about the current program for providing assistance on water bills and the potential to change the format. The Committee discussed the benefits of the current process using FISH and We Care to provide one-time assistance and that it frees City staff from making those eligibility decisions. There was discussion about concerns for seniors and others on fixed incomes who already use the minimum amount of water they possibly can and the effect of the increased water rates month-to-month. There was discussion about options for administering assistance. The Committee discussed the possibility of partnering with an agency like Community Services Consortium to provide screening services for a monthly discount for qualified individuals reimbursed out of the additional funding. The Committee directed staff to seek out different potential models for them to consider at a subsequent meeting.

**MOTION:** Councilor Dark moved, Councilor Low second, the Committee recommend to the City Council the following donations: FISH Emergency Services \$5,000, and We Care \$5,000, for a total of \$10,000 from the Water and Sewer Funds. There was discussion about holding back \$2,000 for a potential new program. Councilor Dark agreed to change her motion to make the donations of FISH \$3,000 and We Care \$5,000. Councilor Low agreed as the second. Revised motion approved 3-0.

There being no further business, Chair Low adjourned the meeting at 7:20 p.m.

Minutes recorded by Ruth Post, MMC, City Recorder.