



Home Forward's voucher participant Charyse's story was featured in Our Homes Our Voices National Housing Week of Action advocacy.

Board of Commissioners Meeting

Location:

Via Conference

Dial In: 1.206.800.4749

Conference ID: 47421392

Date & Time:

May 15, 2018

5:30 PM

PUBLIC NOTICE:



Home Forward
BOARD OF COMMISSIONERS
will convene a conference call on
Tuesday, May 15, 2018
At 5:30 pm
Dial in number: 1.206.800.4749
Conference ID: 47421392



MEMORANDUM

To: Community Partners

Date: May 9, 2018

From: Michael Buonocore, Executive
Director

Subject: Home Forward Board of
Commissioners May Meeting

The Board of Commissioners of Home Forward will convene a conference call on Tuesday, May 15, 2018, at 6:15 PM. The conference call meeting is open to the public.

The details for the conference call are as follows:

Dial in number: 1.206.800.4749

Conference ID: 47421392

If you have any questions regarding the meeting, please call Celia Strauss at 503.802.8423.

AGENDA



BOARD OF COMMISSIONERS MEETING

CONFERENCE CALL
DIAL IN NUMBER: 1.206.800.4749
CONFERENCE ID: 47421392

MAY 15, 2018 – 5:30 PM

INTRODUCTION AND WELCOME

PUBLIC COMMENT

General comments not pertaining to specific resolutions. Any public comment regarding a specific resolution will be heard when the resolution is considered.

MEETING MINUTES

Topic
Minutes of April 17, 2018 Board of Commissioners Conference Call Meeting

CONSENT CALENDAR

Following Reports and Resolutions:			
18-05	Topic	Presenter/POC	Phone #
01	Authorize the Renewal of Employee Health and Welfare Benefit Plan for the Plan Year July 1, 2018 to June 30, 2019	Leslie Katbi Melissa Richardson	503.802.8537 503.802.8529

EXECUTIVE SESSION

The Board of Commissioners of Home Forward may meet in Executive Session pursuant to ORS 192.660(2), following their regularly scheduled Board of Commissioners meeting. Only representatives of the news media and designated staff are allowed to attend. News media

and all other attendees are specifically directed not to disclose information that is the subject of the session. No final decision will be made in the session.

THE NEXT MEETING OF THE BOARD OF COMMISSIONERS

The June Work Session will be on Wednesday, June 6, 2018 at 5:30 PM. The meeting will take place at Home Forward, 135 SW Ash Street in the Columbia Room. The next Board of Commissioners meeting will be Tuesday, June 19, 2018 at 6:15 PM. This meeting will take place at the Multnomah County Building, 501 SE Hawthorne Blvd, in the Commissioners Board Room.

ADJOURN

MINUTES



BOARD OF COMMISSIONERS MEETING
CONFERENCE CALL
HOME FORWARD
135 SW Ash Street—Portland, Oregon
April 17, 2018

COMMISSIONERS PRESENT

Chair Miki Herman, Commissioners Matthew Gebhardt, TomiRene Hettman, Jenny Kim, and Wendy Serrano

STAFF PRESENT

Michael Buonocore, Tim Collier, Ian Davie, Kitty Miller, Celia Strauss, Jonathan Trutt

Counsel Present

None

Chair Miki Herman opened the meeting at 6:15 PM and did a roll call of the board present.

PUBLIC COMMENT

Nico Serra joined the call along with other members of Real Choice Initiative to testify for the need to have accessible and affordable housing for the people who live with disabilities. Serra expanded on the limited housing options for people with limited mobility issues in the community, the desire for independent living and especially how compounded it has become in our current housing crisis. As an organization, they are working to develop a database that would be a resource for their membership and others as they search for independent housing. They are reaching out to Home Forward to join in this effort.

Executive Director Michael Buonocore thanked the group for joining the call and offered to meet with the group in a setting convenient for them and their members.

Maig Tinnin, is a case manager who works with people with intellectual disabilities. She shared that people with disabilities are institutionalized or in group homes due to

restrictions in finding housing. She echoed Nico's call to action to address physical accessibility. She said there is a huge barrier that exists for the wait list application process and would like to see this addressed. She thanked Home Forward for listening.

Dena Wilder said as a member of Real Choice Initiative, she brings the same message. With the small percentage of housing options available to their population, along with an aging population, the need for inclusion and a call to property managers for more support is essential. She looks forward to meeting with Home Forward.

Kiersi Coleman is 24 years old with cerebral palsy and struggles in an adult home. She said independent living is important to the young. Due to the lack of affordable housing, she is hopeful that with more partnerships Real Choice Initiative will improve their opportunities and their lives.

Lamar Wright lived with his parents in the 80's and at 32 years old he had his own place. His parents recognized the value of independent living and took an active role in finding Lamar housing. Initially, the options available were group homes and his mother would have nothing to do with that. He noted there are a surprising number of deaths in group homes. For 20 years Wright has lived independently.

Becky Nakasone is a baby boomer with a son 32 years old. Her son was born prematurely at one pound and has defied all odds. He lives with cerebral palsy and other health issues. Nakasone noted it has been a long process navigating resources to find a housing inventory addressing her son's needs. She added that she also has adopted twin daughters with autism. Her message is twofold, that our community needs to understand that there is a place in the world for these children and case managers need to recognize that without "non-institutional" housing our community is fractured.

John Griffith spoke from a health care lens saying the care givers cannot afford where they are living. We should also be looking at the peripheral not just resources for the disabled, but also for those that provide care to the disabled.

Allen Hines shared his experiences in finding housing that is appropriate and accommodating to those with disabilities, and explained the difficulties faced by those with disabilities when denied affordable and appropriate housing. He thanked the board for listening.

Member Nico Serra said that their Director Allen Hines would be following up to schedule a meeting with Home Forward. Executive Director Buonocore reiterated his commitment to meet and thanked them for sharing their stories.

MEETING MINUTES

March 20, 2018

Chair Miki Herman asked if there were any changes to the March 20, 2018 meeting minutes. There being no changes, she requested a motion to approve. Commissioner Jenny Kim moved to approve, and Commissioner TomiRene Hettman seconded the motion.

The vote was as follows:

Chair Miki Herman—Aye
Commissioner Matthew Gebhardt—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Jenny Kim—Aye
Commissioner Wendy Serrano—Aye

CONSENT CALENDAR

RESOLUTION 18-04-01

Authorize Amendment to Contract with MWA Architects, Inc., for Professional Design Services for the Renovation of Bel Park, Eliot Square, Maple Mallory and Shrunk Riverview Tower

RESOLUTION 18-04-02

Authorize Amendment to Contract with MWA Architects, Inc., for Professional Design Services for the Renovation of Camelia Court, Tamarack Apartments and Winchell Court

RESOLUTION 18-04-03

Authorize Contract for the Repainting of Humboldt Gardens Apartments

Chair Miki Herman reminded the Commissioners that the three resolutions were reviewed by the READ Committee. She then asked Celia Strauss to read the consent resolutions. There being no discussion, she requested a motion to approve the Consent Calendar. Commissioner Matthew Gebhardt moved to approve, and Commissioner Wendy Serrano seconded the motion.

The vote was as follows:

Chair Miki Herman—Aye

Commissioner Matthew Gebhardt—Aye
Commissioner TomiRene Hettman—Aye
Commissioner Jenny Kim—Aye
Commissioner Wendy Serrano—Aye

ADJOURN

There being no further business, Chair Miki Herman adjourned the conference call meeting at 6:42 PM.

EXECUTIVE SESSION

The Board of Commissioners of Home Forward did not meet in Executive Session pursuant to ORS 192.660(2).

Attached to the Official Minutes of Home Forward are all Resolutions adopted at this meeting, together with copies of memoranda and material submitted to the Commissioners and considered by them when adopting the foregoing resolutions.

Celia M. Strauss
Recorder, on behalf of
Michael Buonocore, Secretary

ADOPTED: MAY 15, 2018

Attest:

Home Forward:

Michael Buonocore, Secretary

Mary Ann Herman, Chair

CONSENT CALENDAR



MEMORANDUM

To:	Board of Commissioners	Date:	May 15, 2018
From:	Leslie Katbi, Human Resources Supervisor 503.802.8537	Subject:	Authorize the Renewal of Employee Health and Welfare Benefit Plans for the Plan Year July 1, 2018 to June 30, 2019 Resolution 18-05-01
	Melissa Richardson, Director, Business Services 503.802.8529		

The Board of Commissioners is requested to approve the recommendation of Home Forward's Labor Management Healthcare Plan Committee to renew the health and welfare benefits plans for the July 1, 2018 to June 30, 2019 plan year.

ISSUE

Home Forward offers health and welfare benefits to eligible employees. Annually, decisions are made about the plan design of the benefits program, and through Home Forward's benefits broker, contracts are negotiated with benefits providers. Once the contracts are negotiated and approved, Home Forward employees participate in open enrollment.

Under state law, benefits are a mandatory subject of bargaining. Home Forward's Labor Management Healthcare Plan Committee, established in 2003, is the forum through which Home Forward bargains the health and welfare plan changes required by the escalating costs of medical and dental insurance benefits. The nine members of the Committee include three representatives each from AFSCME, the Building Trades and Management. The agency's benefits broker, The Partners Group, staffs the Committee. The Partners Group provides benefit analysis, healthcare plan utilization, information on health insurance trends and any other information deemed necessary for the Committee to make informed

decisions about Home Forward's healthcare plans and cost containment strategies. Recommendations for health plan renewals are made to the Board of Commissioners based on a majority vote of the Committee members.

Our standard approach is to navigate to a benefit renewal of no more than a 5% increase over the prior year. A 5% increase was included in the budget for FY18 Stump Year. Other guiding principles for the Labor Management Committee include trying to maintain benefits, when possible, year-to-year, maintaining parity between the health insurance plans and ensuring that any necessary changes to the plans impact the fewest number of employees possible.

Home Forward's medical insurance, which accounts for the majority of Home Forward's health and welfare costs, is split between two carriers, Kaiser and Providence. Dental insurance coverage is provided by Kaiser and MetLife. The initial renewal increases to keep the current health and welfare plans had Providence medical at a 5.0% increase and Kaiser medical at a 9.3% increase due to high utilization of that plan. Dental insurance renewals were 0% or no change for Kaiser and 6% for MetLife. Our short-term, long-term and life insurance did not experience an increase. Combined, the initial renewal of our health and welfare plans as is would have represented an increase of 6.5% or \$237,486; significantly over our target of 5%.

After receiving the initial renewal information, the Committee asked The Partners Group to go back to the carriers to see if they had any flexibility in their proposed increases. The Partners Group was successful in negotiating the following final increases: Kaiser medical 8.7%, Providence medical 4.5%, Kaiser dental 0%, MetLife dental 3.0%. The reduction in the increases for Kaiser, Providence and MetLife resulted in a total reduction in costs of \$19,364 for a final projected increase over last year of \$218,122 or 5.9%.

In 2017, based on the recommendation of The Partners Group and the Committee, Home Forward moved to a new carrier, ASIFLex, for Home Forward's medical flexible spending account, dependent care account and commuter expense account. Feedback on customer support from this carrier has been mostly positive.

On April 11, 2018, the Labor Management Committee voted unanimously to recommend to the Board of Commissioners renewing the current health and welfare benefits package.

ATTACHMENTS

Summary of the impact to Home Forward of the health and welfare benefit renewal.



RESOLUTION 18-05-01

RESOLUTION 18-05-01 AUTHORIZES THE RENEWAL OF EMPLOYEE HEALTH AND WELFARE BENEFIT PLANS FOR THE PLAN YEAR JULY 1, 2018 TO JUNE 30, 2019

WHEREAS, the representatives of Home Forward, AFSCME and the Building Trades Council have formed a joint Labor Management Healthcare Plan Committee for the purpose of evaluating, designing and recommending healthcare plans; and

WHEREAS, the provision of health and welfare benefits is a mandatory subject of bargaining under the Public Employer Collective Bargaining Act; and

WHEREAS, the duly authorized representatives of Home Forward have met in negotiation meetings with representatives of AFSCME and the Building Trades Council; and

WHEREAS, the Committee has voted to recommend to the Executive Director and the Board of Commissioners that the healthcare plans be renewed;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Home Forward to approve the recommendation of the Labor Management Healthcare Plan Committee to adopt the health and welfare benefit plans as described in Attachment A.

ADOPTED: MAY 15, 2018

Attest:

Home Forward:

Michael Buonocore, Secretary

Mary Ann Herman, Chair

Home Forward - Renewal 7/1/2018
Estimated Annual Employer Impact/Cost Projection
Employee Contributions at Current & Proposed Levels
All Bargaining Groups

Current vs Renewal

Benefit Plan	Current Rates and Fees			Estimated Renewal Costs - Current Rates v. Proposed Rates					
				Rates & Fees		Dollar Change		Percent of Change	
	Total Annual Cost	EE Count	Annual Cost/EE	Total Annual Cost	Annual Cost/EE	Total Annual Cost	Annual Cost/EE	Total Annual Cost	Annual Cost/EE
Providence Health Plans - EPO Plan	\$1,802,230	100	\$18,022	\$1,883,352	\$18,834	\$81,122	\$811	4.5%	4.5%
Kaiser - HMO Plan	\$1,919,976	159	\$12,075	\$2,087,397	\$13,128	\$167,421	\$1,053	8.7%	8.7%
Medical/Rx/Vision Plan(s) Subtotal	\$3,722,205	259	\$14,371	\$3,970,748	\$15,331	\$248,543	\$960	6.7%	6.7%
MetLife Dental	\$103,610	72	\$1,439	\$106,720	\$1,482	\$3,109	\$43	3.0%	3.0%
Kaiser DMO Dental	\$346,977	186	\$1,865	\$346,977	\$1,865	\$0	\$0	0.0%	0.0%
Dental Plan(s) Subtotal	\$450,587	258	\$1,746	\$453,697	\$1,759	\$3,109	\$12	0.7%	0.7%
Subtotal: Combined Health Plans	\$4,172,793	259	\$16,111	\$4,424,445	\$17,083	\$251,652	\$972	6.0%	6.0%
Estimated AFSCME EE Contributions	\$317,755	144	\$2,207	\$338,046	\$2,348	\$20,291	\$141	6.4%	6.4%
Estimated Trades EE Contributions	\$99,609	51	\$1,953	\$102,140	\$2,003	\$2,531	\$50	2.5%	2.5%
Estimated Non-Represented EE Contributions	\$206,309	64	\$3,224	\$217,019	\$3,391	\$10,709	\$167	5.2%	5.2%
Estimated Employee Contributions	\$623,674	259	\$2,408	\$657,205	\$2,537	\$33,531	\$129	5.4%	5.4%
Subtotal: Net Employer Health Plan Cost	\$3,549,119	259	\$13,703	\$3,767,240	\$14,545	\$218,122	\$842	6.1%	6.1%
Hartford Life/AD&D	\$35,726	269	\$133	\$35,726	\$133	\$0	\$0	0.0%	0.0%
Hartford STD	\$57,562	257	\$224	\$57,562	\$224	\$0	\$0	0.0%	0.0%
Hartford LTD	\$22,974	251	\$92	\$22,974	\$92	\$0	\$0	0.0%	0.0%
Life, AD&D & Disability Plans Subtotal	\$116,262	269	\$432	\$116,262	\$432	\$0	\$0	0.0%	0.0%
Subtotal: Net Health, Life/Disability Plan	\$3,665,381	259	\$14,152	\$3,883,502	\$14,994	\$218,122	\$842	6.0%	6.0%
ASI Flex 125 Plan Admin Services	\$5,124	116	\$44	\$5,124	\$44	\$0	\$0	0.0%	0.0%
ASI Flex 132 (CERA) Plan Admin Services	\$1,050	125	\$8	\$1,050	\$8	\$0	\$0	0.0%	0.0%
Cigna Business Travel Accident	\$2,382	269	\$9	\$2,382	\$9	\$0	\$0	0.0%	0.0%
Ancillary Plans' Subtotal	\$8,556	269	\$32	\$8,556	\$32	\$0	\$0	0.0%	0.0%
NET GRAND TOTAL: ALL PLANS	\$3,673,937	259	\$14,185	\$3,892,058	\$15,027	\$218,122	\$842	5.9%	5.9%

STAFF REPORTS

Procurement & Contracts Department
MONTHLY CONTRACT REPORT
Contracts Approved 03/01/18 - 04/30/18

PUBLIC IMPROVEMENT
(CONSTRUCTION & MAINTENANCE SERVICES)

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1970	0	Public Improvement	Cascade Radon Inc.	\$ 16,540.00	Radon Mitigation at Harold Lee Village	DCR	3/2/2018	5/30/2018
C1971	0	Public Improvement	Cascade Radon Inc.	\$ 15,410.00	Radon Mitigation at Alderwood	DCR	3/2/2018	5/30/2018
C1982	0	Public Improvement	Interior Exterior Specialists (IES)	\$ 11,820.00	Drywall at Cascadian Condos	DCR	3/16/2018	5/31/2018
C1990	0	Public Improvement	Ephiphany Construction	\$ 50,456.00	4 unit remodel at SCC	Property Management	3/28/2018	5/16/2018
C1960	0	Public Improvement	LMC Construction	\$ 12,337.75	CMGC services for bel park, eliot square, maple mallory, (pre-construction)	DCR	4/3/2018	3/16/2020
C1964	0	Public Improvement	LMC Construction	\$ 58,080.00	CMGC services for schrunk tower (pre-construction)	DCR	4/3/2018	3/16/2020
C1987	0	Public Improvement	LandCare	\$ 6,849.28	Replacement of existing landscaping at Dahlke Manor	DCR	4/4/2018	6/4/2018
C1999	0	Public Improvement	Epiphany Construction	\$ 10,552.30	Rehab work due to flood at Humboldt Gardens	Property Management	4/16/2018	6/15/2018
C2001	0	Public Improvement	Squires Electric, Inc.	\$ 13,905.40	Repairing cut wires and replacing breakers at Williams Plaza	Property Management	4/16/2018	4/30/2018
C2003	0	Public Improvement	Fulcrum Construction & Building Services LLC	\$ 76,375.00	Richmond Place Window Replacement	DCR	4/17/2018	6/14/2018
C1968	0	Public Improvement	Walsh Construction Co.	\$ 115,000.00	Design-Build Medallion and Williams (pre-construction)	DCR	4/24/2018	10/30/2020
C1974	0	Public Improvement	LMC Construction	\$ 38,180.00	CMGC pre-construction services for red group -hunter's run, tillicum north, and tillicum south	DCR	4/26/2018	5/1/2020
Subtotal				\$ 425,505.73				12

GOODS & SERVICES

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1952	0	Goods and Services	Universal Lawn care Maintenance	\$ 47,160.00	Landscaping Maintenance for 20 Master-Leased Properties	FAAM	3/2/2018	3/31/2019
C1980	0	Goods and Services	Robben & Sons Heating Inc.	\$ 36,000.00	Replacement of 3 water heaters at Dahlke Manor	Property Management	3/13/2018	4/1/2018
C1989	0	Goods and Services	Lile Moving & Storage	\$ 6,979.50	Moving and hauling services for Richmond Place	DCR	3/22/2018	7/5/2018

C1995	0	Goods and Services	Mr Rooter Plumbing	\$ 5,000.00	Clean sewer lines at Tamarack	DCR	4/10/2018	5/25/2018
C2004	0	Goods and Services	Anytime Plumbing & Drain Cleaning Services	\$ 4,075.15	Water leak at Williams Plaza	Property Management	4/12/2018	4/30/2018
C1988	0	Goods and Services	Avanti Markets Northwest	\$ -	Installation and operation of an automated convenience store at NMW	Business Services	4/24/2018	1/0/1900
Subtotal				\$ 99,214.65			6	

PERSONAL SERVICE CONTRACTS

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1976	0	Personal Service	Michael Mangum Enterprises	\$ 37,147.50	Youth violence prevention at New Columbia and Humboldt Gardens	Community Services	3/28/2018	3/31/2019
C1977	0	Personal Service	The Iris Group	\$ 25,000.00	On-call writing services	Executive	3/12/2018	3/14/2021
C1978	0	Personal Service	Connections First, LLC	\$ 5,000.00	Trauma Informed Care Workshops	Community Services	3/20/2018	12/31/2018
C1979	0	Personal Service	Rosanne Marmor	\$ 6,100.00	Resident Wellness at SCC	Community Services	3/20/2018	12/31/2018
C1983	0	Personal Service	Resolution Lab LLC	\$ 3,500.00	Revamp the Neighbor to Neighbor grant process	Community Services	3/19/2018	12/31/2019
C1997	0	Personal Service	Ready Northwest	\$ 9,900.00	Emergency response plan for Home Forward	Executive	4/9/2018	12/31/2018
C1998	0	Personal Service	Megan Ashlock	\$ 12,367.53	Harvest Share program coordinator managing the New Columbia Youth Empowerment Program (YEP)	Community Services	4/17/2018	3/30/2019
C2005	0	Personal Service	RDH Building Sciences, Inc.	\$ 4,750.00	Documenting condition of siding for CertainTeed Siding Class Action Settlement for Maple Mallory	DCR	4/19/2018	6/30/2018
C2006	0	Personal Service	New Avenues for Youth	\$ 22,258.00	Program based rent assistance program called New Doors	Rent Assistance	4/11/2018	12/31/2018
C2010	0	Personal Service	Serenity Therapeutic Massage	\$ 5,000.00	Therapeutic chair massage to residents of Dahlke, Grace Peck, Holgate House, Rosenbaum, and Unthank Plaza	Community Services	4/30/2018	12/31/2019
Subtotal				\$ 131,023.03			10	

PROFESSIONAL SERVICE CONTRACTS (A&E)

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1992	0	Professional Services (A&E)	TRC Environmental Corporation	\$ 1,770.00	Radon Testing at Camelia and Winchell	DCR	3/28/2018	6/30/2018
C1945	0	Professional Services (A&E)	Easbey Consulting, LLC	\$ 50,000.00	Consulting services relating to IRS Code, Section 42 compliance: ongoing LIHTC move-in file audits & RAD-LIHTC conversions.	DCR	4/3/2018	3/31/2021

C1985	0	Professional Services (A&E)	Benthin Engineering, Inc	\$ 10,000.00	Preliminary ALTA survey at Dekum Court	DCR	4/3/2018	12/31/2018
C1993	0	Professional Services (A&E)	KPFF Consulting Engineers	\$ 7,800.00	Boundary and topographic survey at 9214 N Dwight (New Columbia)	DCR	4/11/2018	7/31/2018
C2008	0	Professional Services (A&E)	Catholic Charities	\$ 15,000.00	Financial education and counseling for Home Forward clients	Community Services	4/30/2018	12/31/2018
Total				\$ 84,570.00			5	

AMENDMENTS TO EXISTING CONTRACTS

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1940	1	Professional Services (A&E)	MWA Architects Inc	\$ 27,000.00	A&E services at Schunk, programming phase; amended to add funds for additional services- seismic evaluation	DCR	3/7/2018	12/31/2019
C1572	4	Goods and Services	Northwest Pest Control	\$ -	On-call pest control services, IRFP 04/15-280; amended to extend duration	Prop Mgmt	3/15/2018	4/30/2020
C1771	1	Goods and Services	LandCare	\$ 8,300.00	Landscaping Maintenance at Camelia Court; amended to extend time and money	Prop Mgmt	3/16/2018	2/28/2019
C1770	1	Goods and Services	LandCare	\$ 30,000.00	Landscaping Maintenance at Tamarack; amended to extend time and money	Prop Mgmt	3/19/2018	2/28/2019
C1927	1	Professional Services (A&E)	Listen Acoustics	\$ -	HVAC noise issue at St Francis	DCR	3/22/2018	6/30/2018
C1571	3	Goods and Services	Pest Solutions LLC	\$ -	On-call pest control services, IRFP 04/15-280; amended to extend duration	Prop Mgmt	3/28/2018	4/30/2020
C1668	3	Personal Service	Amanda Morris	\$ 1,685.25	Foot care clinic at BCC	Community Services	4/3/2018	12/31/2018
C1710	3	Personal Service	The Giving Tree	\$ 3,465.00	Resident Services at Fountain Place	Community Services	4/4/2018	12/1/2018
C1833	1	Personal Service	Metropolitan Public Defenders	\$ 39,000.00	Expungement Services	Rent Assistance	4/4/2018	12/31/2018
C1891	2	Personal Service	Community Alliance of Tenants (CAT)	\$ -	Tenant education program for recipients of the housing choice voucher program	Rent Assistance	4/4/2018	12/31/2018
C1911	1	Personal Service	Nancy Davis Consulting	\$ 12,000.00	Design & adopt Home Forward's new service delivery model contract extension	Executive	4/9/2018	6/30/2019
C1573	4	Goods and Services	HALT Pest Control	\$ -	On-call pest control services, IRFP 04/15-280; amended to extend duration	Prop Mgmt	4/12/2018	4/30/2020
C1666	3	Personal Service	Forensic Building Consultants	\$ -	Building Envelope Consulting Services at Harold Lee Village Apartments; amended to allow payment of final invoices	DCR	4/12/2018	5/15/2018
C1681	3	Personal Service	Staffing Solutions, LLC	\$ 70,000.00	On-call Temporary Labor Staffing Firms & Direct Hire Recruiters, RFP 02/16-304; amended to add funds	DBS-HR	4/19/2018	4/30/2019
C1905	4	Personal Service	Beery Elsner & Hammond LLP	\$ 20,000.00	Providing counsel on contract negotiation between Home Forward and Walsh regarding Framework project; amended to add funds	Procurement	4/19/2018	7/31/2018
C1948	1	Professional Services (A&E)	KPFF Consulting Engineers	\$ -	Boundary and topographic survey for Schunk Tower; amended to extend time	DCR	4/19/2018	5/31/2018

C1966	1	Professional Services (A&E)	KPFF Consulting Engineers	\$ -	Surveying services for the Blandena Design Project; amended to extend duration	DCR	4/19/2018	5/31/2018
C1975	1	Goods and Services	United Fire Health & Safety	\$ -	Replacement of sprinkler heads, strobe lights, and wet system sprinklers at Richmond Place; amended to add time	FAAM	4/19/2018	5/31/2018
C1685	2	Personal Service	MLK Property Management & Support Services	\$ 80,000.00	On-call Temporary Labor Staffing Firms & Direct Hire Recruiters, RFP 02/16-304; amended to add funds	DBS-HR	4/23/2018	4/30/2019
C1933	3	Personal Service	EMG Corp	\$ -	RAD Physical Condition Assessments for Camelia Court, Eliot Square, Maple Mallory, Bel Park, & Winchell Court; amended to add time	DCR	4/24/2018	6/30/2018
C1922	1	Goods and Services	Advanced Vertical Solutions (AVS)	\$ -	Adds Humboldt Gardens to elevator maintenance contract	Property Management	4/26/2018	11/30/2018
C1709	3	Personal Service	John Keating	\$ 10,000.00	Grant writing, consultation and fund development at \$85/hr; amended to extend duration	Community Services	4/30/2018	12/31/2018
C1794	2	0	Squires Electric, Inc.	\$ 10,000.00	On-call electrical services	Prop Mgmt	4/30/2018	12/12/2018
C1919	1	Goods and Services	American Heating, Inc	\$ 3,228.00	HVAC maintenance agreement for service every 90 days at Hollywood East apartments; amended scope and added funds	Property Management	4/30/2018	12/31/2018
Subtotal				\$ 314,678.25				24

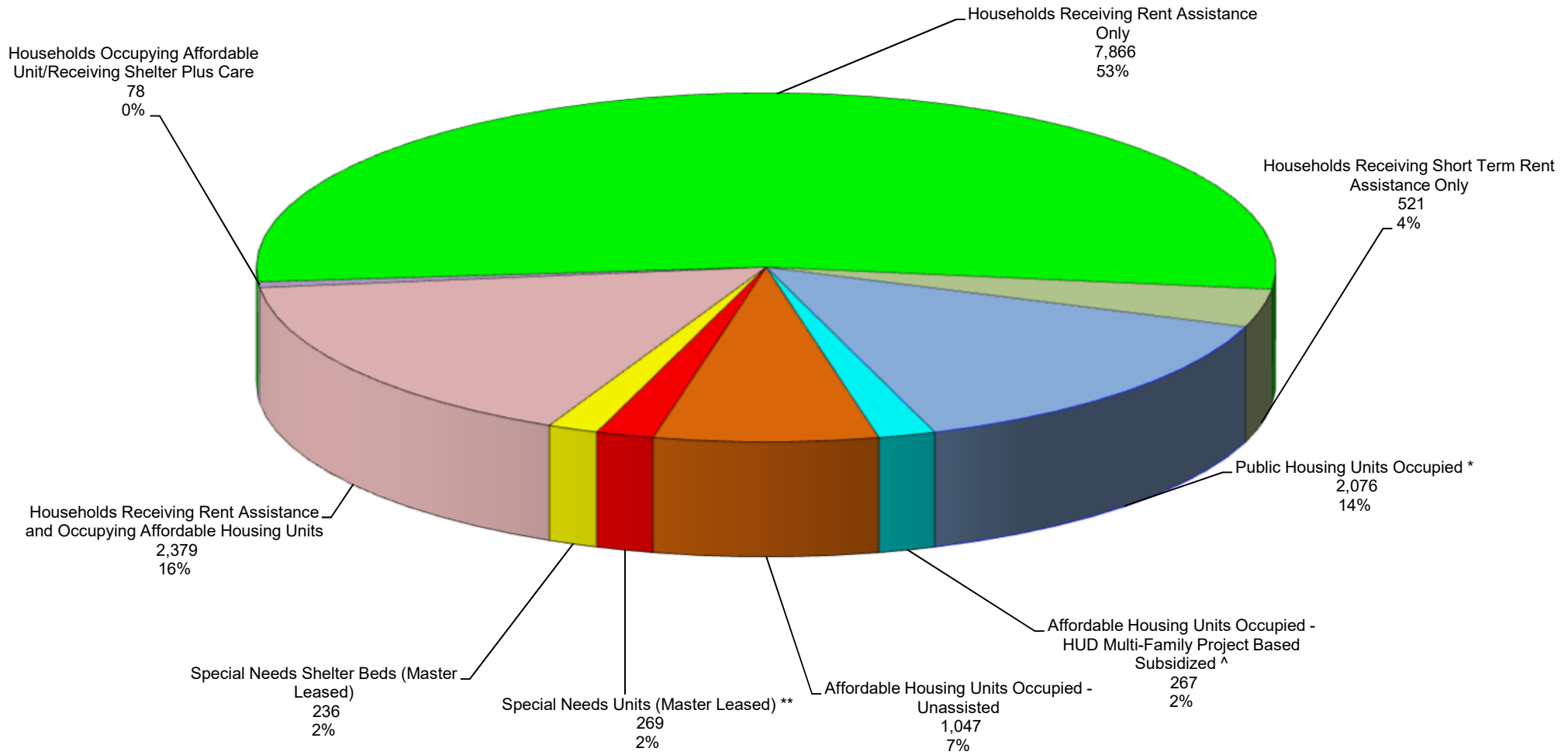
Other Agreements (3rd Party contracts, MOU's, IGA's)

Contract #	Amend #	Contract Type (Hide)	Contractor	Contract Amount	Description	Dept.	Execution Date	Expiration Date
C1973	0	IGA/MOU	Portland Housing Bureau	\$ -	IGA to handle procurements for City's GO Bond	DCR	3/20/2018	6/14/2022
GO1962	0	Personal Service	CNA Specialists	\$ 3,300.00	CNA for Melrose Court	DCR	3/23/2018	3/31/2018
GO1991	0	Personal Service	PBS Engineering & Environmental, Inc.	\$ 2,030.00	Fungal assessment services at Melrose Court apartments	DCR	3/28/2018	5/18/2018
H1446	7	Professional Services (A&E)	MWA Architects Inc	\$ -	Extending duration of contract	Community Services	3/28/2018	6/30/2018
H2002	0	Public Improvement	Fulcrum Construction & Building Services LLC	\$ 242,036.00	Rockwood Landing Roof Replacement - Contract with Quantum as Agent of Home Forward	DCR	4/30/2018	9/30/2018
Subtotal				\$ 247,366.00				5

Total **\$ 1,302,357.66** **62**

HOUSEHOLDS SERVED REPORT

Total Households Served: Rent Assistance and Occupied Housing Units April 2018



Total Households Served 14,739

^ Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza

* Includes Local Blended Subsidy

^^ Total Short Term Rent Assistance less the Households Occupying Affordable Units/Receiving Shelter Plus Care

** Special Needs are physical units as occupancy levels that are not reported to Home Forward by service providers master leasing these properties.

Households Served

Households Served Through Housing Supports April 2018

Rent Assistance	All Programs	Moving to Work Programs	Non-MTW Programs
Rent Assistance Vouchers - Home Forward Funded	10,245	7,766	1,699
Tenant Based Vouchers	5,719	5,719	
Project Based Vouchers	1,403	1,403	
Hi Rise Project Based Vouchers	644	644	
RAD Project Based Vouchers	780		
Single Room Occupancy (SRO)/MODS	510		510
Family Unification Program	97		97
Veterans Affairs Supportive Housing (VASH)	557		557
Rent Assistance - PORT IN From Other Jurisdiction	535		535
Short Term Rent Assistance Programs	599	21	578
Shelter + Care	472		472
Locally Funded Short Term Rent Assistance	106		106
Earl Boyles	-	-	
MIF Funded Short Term Rent Assistance	21	21	
Alder School	-	-	
New Doors	-	-	
Employment Opportunity Program	-	-	
Work Systems Inc. - Agency Based Rent Assistance	-	-	
Total Rent Assistance	10,844	7,787	2,277
Subsidized Housing Units			
Public Housing Units Occupied	2,076	2,076	-
Traditional Public Housing units Occupied	1,292	1,292	
RAD units Occupied - Local Blended Subsidy	172	172	
RAD units Occupied - in Owned Affordable	63	63	
RAD units Occupied - in Tax Credit Affordable	549	549	
Affordable Housing Units Occupied (excluding PH subsidized)	3,771		3,771
Affordable Housing Units - Tenant Based Vouchers	505		505
Affordable Housing Units - Shelter + Care	78		78
Affordable Housing Units - Project Based Vouchers	333		333
Affordable Housing Units - Hi Rise Project Based Vouchers	644		644
Affordable Housing Units - RAD Project Based Vouchers	780		780
Affordable Housing Units - HUD Multi-Family Project Based	267		267
Affordable Housing Units - VASH Vouchers	79		79
Affordable Housing Units - Family Unification Program	3		3
Affordable Housing Units - Section 8 Port In	35		35
Affordable Housing Units - Unassisted	1,047		1,047
Special Needs	505		505
Special Needs Units (Master Leased) **	269		269
Special Needs Shelter Beds (Master Leased)	236		236
Total Households Occupying Housing Units	6,352	2,076	4,276
Total Housing Supports Provided to Household	17,196	9,863	6,553
Household Occupying Affordable Unit/Receiving Home Forward Rent Assistance	(2,379)		(2,379)
Households Occupying Affordable Unit/Receiving Shelter Plus Care	(78)		(78)
Total Households Served	14,739	9,863	4,096

Notes:

- ^A Consists of Grace Peck Terrace, Multnomah Manor, Plaza Townhomes, Rosenbaum Plaza, Unthank Plaza
- ^{**} Special Needs or Physical Units are programs at levels that are not reported to Home Forward by service providers master leasing these properties.
- Home Forward Board of Commissioners
May 2018

DASHBOARD REPORT

Property Performance Measures

Occupancy	Number of Properties	Physical Units	Rentable Units	Vacant Units	Occupancy Percentage	Unit Mix						
						Studio/SRO	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	5+ Bdrm	Total
Public Housing	34	1,355	1,347	18	98.7%	77	667	342	259	10	0	1,355
Public Housing Mixed Financed Owned *	2	65	65	2	100.0%	0	15	40	10	0	0	65
Public Housing Mixed Finance Tax Credit *	10	681	681	5	99.3%	385	93	89	62	45	7	681
Total Public Housing	46	2,101	2,093	25	98.8%	462	775	471	331	55	7	2,101
Affordable Owned with PBA subsidy	4	281	281	3	98.9%	72	191	12	6	0	0	281
Affordable Owned without PBA subsidy	20	2078	2,078	40	98.1%	786	525	565	164	30	0	2,078
Total Affordable Owned Housing	24	2,359	2,359	43	98.2%	812	596	386	280	134	17	2,359
Tax Credit Partnerships	17	2,225	2,225	31	98.6%	812	596	386	280	134	17	2,225
Total Affordable Housing	41	4,584	4,584	74	98.4%	1,624	1,192	772	560	268	34	4,584
Eliminate Duplicated PH Properties/Units	-12	-746	-746	-7		-385	-108	-129	-72	-45	-7	-746
Combined Total PH and AH	75	5,939	5,931	92	98.4%	1,701	1,859	1,114	819	278	34	5,939
Special Needs (Master Leased)	32	269	269									
Special Needs (Shelter Beds)	2	236	236									
Total with Special Needs	109	6,444	6436									

* property/unit counts also included in Affordable Housing Count

Financial

Nine months ending 12/31/2017

Public Housing
Affordable Owned
Tax Credit Partnerships

Fiscal YTD ending 12/31/2017				03/31/17		
# of Properties/units Positive Net Operating Income (NOI)	# of Properties/units Negative Net Operating Income (NOI)	# of Properties meeting Debt Coverage	# of Properties not meeting DCR	# of Properties DCR Not Applicable		
32	1,328	2	27			
22	2,289	2	70	17	1	6
17	2,225	0	0	14	1	3

Public Housing Demographics

	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black African American	White	Native American	Asian	Hawaiian/ Pacific Islnd	Hispanic/ Latino
Public Housing Residents														
0 to 10% MFI	293	22.5%	2.4	1.9	10.8%	11.7%	1.0%	6.2%	6.2%	10.1%	1.1%	0.5%	0.5%	4.2%
11 to 20%	579	44.5%	1.6	1.4	36.2%	8.4%	14.3%	23.0%	10.0%	26.3%	1.6%	1.8%	0.8%	4.1%
21 to 30%	231	17.8%	2.1	1.7	11.8%	6.0%	6.8%	5.2%	3.0%	10.5%	0.5%	1.3%	0.3%	2.2%
51 to 80%	41	3.2%	2.6	2.1	1.2%	1.9%	0.5%	0.8%	0.7%	1.2%	0.0%	0.3%	0.0%	0.9%
Over 80%	8	0.6%	2.4	2.0	0.6%	0.0%	0.1%	0.1%	0.1%	0.4%	0.0%	0.0%	0.0%	0.2%
All	1,300	100.0%	2.0	1.6	66.2%	33.8%	25.5%	38.1%	23.3%	53.4%	3.8%	4.4%	1.7%	13.5%

Waiting List

0 to 10% MFI	6,866	40.9%	2.0	1.4	1.9%	13.6%	12.9%	19.6%	2.0%	0.9%	0.6%	3.8%	1.1%
11 to 20%	5,005	29.8%	2.0	1.4	3.7%	14.7%	9.0%	14.8%	1.4%	1.2%	0.4%	2.5%	0.5%
21 to 30%	2,654	15.8%	2.3	1.4	2.3%	4.9%	4.4%	7.9%	0.6%	0.7%	0.2%	1.7%	0.3%
31 to 50%	1,818	10.8%	2.6	1.4	1.2%	2.2%	3.2%	4.9%	0.3%	0.6%	0.2%	1.4%	0.2%
51 to 80%	330	2.0%	2.7	1.4	0.2%	0.3%	0.6%	0.8%	0.1%	0.1%	0.1%	0.2%	0.1%
Over 80%	132	0.8%	2.3	1.4	0.1%	0.2%	0.3%	0.3%	0.0%	0.0%	0.0%	0.1%	0.0%
All	16,805	100.0%	2.1	1.4	9.3%	35.8%	30.3%	48.3%	4.4%	3.6%	1.5%	9.6%	2.3%

* Race and ethnicity are not required fields on the Waitlist Application in Yard

Other Activity

	#s.days.hrs
Public Housing	
Names pulled from Wait List	119
Denials	22
New rentals	6
Vacates	9
Evictions	2
# of work orders received	2,790
# of work orders completed	1,714
Average days to respond	15.3
# of work orders emergency	4
Average response hrs (emergency)	15

Rent Assistance Performance Measures

Utilization and Activity

	Current Month Status						Current Month Activity				Calendar Year To Date				
	Authorized Vouchers	Utilized Vouchers	Utilization	Average Voucher	HUD Subsidy Over(Under)	Remaining Waiting List	Waiting List Names	New Vouchers Leased	Vouchers Terminated	Voucher Inspections Completed	Utilization	Average Voucher	HUD Subsidy Over(Under)	New Vouchers	Vouchers Terminated
Tenant Based Vouchers	6,297	5,719	91%	\$773	-415,159	0	0	1	9	392	92%	\$768	-1,622,307	18	65
Project Based Vouchers	2,121	2,047	97%	\$796	196			14	13	119	97%	\$802	89,839	62	61
VASH Vouchers	664	557	84%	\$708	-51,876			2	4	14	92%	\$711	-45,493	18	23
FUP Vouchers	100	97	97%	\$911	9,887			0	0	8	97%	\$924	43,540	1	2
RAD Project Based Vouchers	791	780	99%	\$540	37,771			7	2	8	99%	\$540	151,806	36	27
SRO/MOD Vouchers	512	510	100%	\$442	-35,974			6	8	129	100%	\$451	-126,245	33	33
All Vouchers	10,485	9,710	93%	\$740	-455,156			30	36	670	94%	\$739	-1,508,860	168	211

Home Forward - Dashboard Report For April of 2018

Demographics

0.185072719														
Tenant Based Voucher Participants	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black	White	Native	Asian	Hawaiian/	Hispanic
0 to 10% MFI	1158	18.6%	2.3	2.0	9.1%	9.6%	0.9%	4.5%	7.4%	8.5%	0.7%	0.5%	0.2%	1.2%
11 to 20%	2,579	41.5%	1.9	1.8	30.5%	11.0%	14.6%	17.8%	13.4%	21.3%	1.2%	3.1%	0.1%	2.4%
21 to 30%	1,365	22.0%	2.2	2.0	13.8%	8.2%	8.2%	6.9%	7.2%	11.9%	0.4%	1.1%	0.2%	1.1%
31 to 50%	964	15.5%	2.9	2.3	6.0%	9.5%	2.7%	3.2%	6.9%	6.4%	0.3%	0.7%	0.2%	1.0%
51 to 80%	146	2.3%	3.0	2.7	0.8%	1.6%	0.2%	0.2%	1.3%	0.8%	0.0%	0.1%	0.0%	0.1%
Over 80%	5	0.1%	3.2	2.6	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
All	6,257	100.0%	2.2	2.0	60.1%	39.9%	26.4%	32.8%	36.2%	49.0%	2.6%	5.5%	0.7%	5.9%

Project Based Voucher Participants

Project Based Voucher Participants	Households				% Family Type (head of household)				Race % (head of household)					
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black	White	Native	Asian	Hawaiian/	Hispanic
0 to 10% MFI	719	25.5%	1.8	1.6	16.0%	9.5%	1.4%	9.1%	6.5%	14.0%	1.1%	0.7%	0.3%	2.9%
11 to 20%	1,220	43.3%	1.6	1.3	36.4%	6.9%	14.8%	20.3%	10.1%	27.0%	1.4%	1.2%	0.1%	3.4%
21 to 30%	538	19.1%	2.2	1.6	13.2%	5.9%	8.1%	5.1%	4.7%	11.6%	0.3%	0.5%	0.3%	1.6%
31 to 50%	282	10.0%	3.0	2.2	4.2%	5.8%	2.1%	1.5%	2.6%	4.5%	0.4%	0.2%	0.1%	2.1%
51 to 80%	52	1.8%	3.5	2.4	0.5%	1.3%	0.1%	0.1%	0.6%	0.5%	0.1%	0.0%	0.0%	0.6%
Over 80%	8	0.3%	2.9	2.1	0.1%	0.2%	0.0%	0.0%	0.1%	0.1%	0.0%	0.0%	0.0%	0.1%
All	2,820	100.0%	1.9	1.6	70.5%	29.5%	26.4%	36.5%	24.8%	57.8%	3.3%	2.4%	0.9%	10.8%

Waiting List

Waiting List															Not Reported
	# of Households	% of Households	Average Family Size	Average Unit Size	Adults no Children	Family with Children	Elderly	Disabled Not Elderly	Black	White	Native	Asian	Hawaiian/	Hispanic	
0 to 10% MFI	1	100.0%	2.0		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
11 to 20%	140	26.4%	2.5		1.9%	8.8%	12.2%	1.2%	0.8%	0.2%	0.8%	0.2%	0.2%	0.4%	0.8%
21 to 30%	70	13.2%	2.6		2.4%	2.8%	3.5%	7.1%	0.2%	0.6%	0.0%	1.3%	0.0%	0.6%	0.6%
31 to 50%	55	10.4%	2.7		0.9%	1.5%	3.5%	4.7%	0.3%	0.5%	0.3%	0.8%	0.0%	0.8%	0.0%
51 to 80%	13	2.4%	3.0		0.2%	0.2%	1.2%	0.9%	0.0%	0.0%	0.0%	0.3%	0.0%	0.3%	0.0%
Over 80%	8	1.5%	2.4		0.2%	0.4%	0.2%	0.9%	0.0%	0.2%	0.0%	0.2%	0.0%	0.2%	0.0%
All	287	153.9%	2.6		5.6%	13.0%	117.1%	25.9%	1.7%	2.1%	0.8%	5.0%		1.3%	

Short Term Rent Assistance

	# of Households Participating	\$ Amount of Assistance Provided	Average Cost per Household
Shelter Plus Care	472	\$394,720	835
Short Term Rent Assistance	127	\$131,294	993

Resident Services

Resident Programs

	Housing Program Served	Households Served/ Participants	Monthly Funding Amount	Average Funds per Participant				
Congregate Housing Services * as of previous month	Public Housing	123	\$647	\$79,581				
					# HH Eviction Prevention	Health and Safety Stabilized appointments assisting residents to connect and utilize community	Unduplicated Number Served	
Resident Services Coordination	Public Housing				# Interventions regarding lease violations	# Events	# Event Attendees	
		0	0	0	# of Graduates	Escrow \$ Disbursed	Terminations or Exits	Escrow \$ Forfeited
Nine months ending 12/31/2017	Public Housing	158	\$327,168	1	3	\$6,866	4	\$0
Nine months ending 12/31/2017	Section 8	50	\$180,300	0	0	\$14,889	0	\$0

Agency Financial Summary

Six months ending 12/31/17	Fiscal Year to Date	Prior YTD	Increase (Decrease)
Subsidy Revenue	\$78,327,834	\$69,643,963	\$8,683,871
Grant Revenue	\$13,812,987	\$10,330,023	\$3,482,964
Property Related Income	\$15,477,170	\$14,202,078	\$1,275,092
Development Fee Revenue	\$1,223,178	\$2,692,828	(\$1,469,650)
Other Revenue	\$6,785,878	\$6,008,257	\$777,620
Total Revenue	\$115,627,046	\$102,877,149	\$12,749,897
Housing Assistance Payments	\$73,714,992	\$62,455,162	\$11,259,830
Operating Expense	\$34,150,905	\$33,102,846	\$1,048,059
Depreciation	\$6,465,849	\$6,142,052	\$323,797
Total Expense	\$114,331,746	\$101,700,060	\$12,631,686
Operating Income	\$1,295,300	\$1,177,088	\$118,212
Other Income(Expense)	-\$93,353	\$4,069,938	(\$4,163,291)
Capital Contributions	\$6,179,857	\$1,811,537	\$4,368,320
Increase(Decrease) Net Assets	\$8,677,104	\$8,235,653	\$441,451
Total Assets	\$499,872,070	\$441,465,156	\$58,406,914
Liquidity Reserves	-\$4,019,439	\$1,371,879	(\$5,391,318)

Development/Community Revitalization**New Development / Revitalization**

	Units	Construction Start	Construction End	Current Phase	Total Cost	Cost Per Unit
Square Manor						
Gladstone Square	48	Mar-17	Jan-18	Construction	\$11,191,518	\$233,157
Rockwood Landing Roof Replacement	N/A	Feb-18	Jul-18	Construction	\$288,000	N/A
Richmond Place Rehab	21	Nov-17	Jun-18	Construction	\$600,000	\$28,571
Multnomah Manor	54	Aug-17	Jan-18	Construction	\$8,949,559	\$168,860
NE Grand	240	Dec-17	Oct-20	Pre-Construction	\$76,923,525	\$320,515

Capital Improvement

Fairview Woods Recladding	N/A	Jun-17	Jul-18	Construction	\$3,900,000	N/A
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