



community alliance of tenants

CAT Board Agenda
COMMUNITY ALLIANCE OF TENANTS (CAT)
Thursday, April 20, 2023
6:00 PM - 8:00 PM

6:00 Welcome

Board role: Agenda approval and ground rules review

*6:05 Approval of March 27, 2023 minutes.

6:10 Board introductions. check-ins and staff introductions

Check-in Question: Favorite kind of juice.

*6:15 Add signing authority for Dung Ho and Ianda Allen and remove Elaine Zevenbergen because she has retired effective March 6, 2023.

- Approve signing authority for contracts and access to banking.

6:20 Finance Report

- Admin- Hiring of the Finance Director and consultant, Finance reports, fundraising, PHB monitoring letter.

Board Role: Listen, discussion

6:45 Tenant Education and Organizing

- Education- Report on PHB, Multnomah County and OHCS monitoring
- Organizing and Advocacy- SB 611 and HB 2001

Board Role: Listen, discussion

*6:50 Policy Committee endorsement proposals.

Board Role: Listen, discuss, and vote to endorse or not endorse policy proposals or strategies.

New:

[HB 3503](#) - Local rent control bill being considered: removes the preemption for local jurisdictions to set their own rent control measures.

[HB 2548](#) - OPPOSE. Would remove Metro's statutory authority to impose income tax for housing services

[SB 1089](#) - universal healthcare bill

[HB 2008](#) Revises our out-of-date garnishment protections Updates our unlawful debt collection practices act

[SB 918](#) Establishes the Oregon Housing Justice Program: SB 918 creates a funding mechanism to provide equal opportunity in contracting with Oregon Housing and Community Services that was previously statutorily



community alliance of tenants

limited to community action agencies without
accountability for equitable outcomes.

[SB 976](#) -Mortgage Interest deduction

Discuss strategies for support:

SB 611 A – Rent Inflation Emergency Relief

HB 3042 - Tenant protections for expiring affordable housing

SB 976 -Mortgage Interest deduction

HB2630- Screening Transparency

HB 3151 - Manufactured Housing dispute resolution and legal assistance

HB 3462 – Emergency Housing for All

7:00 7 pm – Reserve this time for additional discussion if needed or
adjourn

*These are action items

March 2023 Board Blurb

Hotline

In the month of March, we completed 221 hotline calls across the state. 48 Live Calls.

Issue	Number
Repairs - Essential Service	35
Rent Increase	21
Repairs - Other Repairs	36
Termination/Eviction - No cause	90
Lease Questions	24
Deposit returns/billing	15

Race	Percentage
White (HUD)	53%
Black, African American, or African (HUD)	13%
American Indian, Alaska Native, or Indigenous (HUD)	10%
Client refused (HUD)	10%
Asian or Asian American (HUD)	4%
Data not collected (HUD)	1%
Native Hawaiian or Pacific Islander (HUD)	0%
Hispanic/Latinx	9%

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Events:

3/18 - Tabling at CSN (Community Services Network) Fair at Harriet Tubman Middle School in N. Portland. About 200 participants at event.

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Tenant Protections Team (TPT)

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3/21/23 TPT Talks about “The importance of documentation” livestream on CAT Facebook page. Languages: English and ASL.

3/31/23 TPT Talks about “The importance of documentation” on Vietnamese Facebook page. Languages: Vietnamese.

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IRCO- 4 referrals.

APANO- 22 referrals.

Tenants who needed language support were in Vietnamese and Burmese languages. Tenants needed the most help with eviction & repairs.

3/1/23 - Orchard 82 Tenants’ Meeting, co-facilitated by CAT & APANO. Language: English, 9 participants.

44 referrals to Troy.

SEI- 17 referrals. No workshops. The two most common issues tenants needed help with were Evictions and Repairs.

CAT- 25 referrals.

**Communications Department
Board report March 2023**

Heading into the vote for Senate Bill 611, there was a significant spike in activities in the Communications department to mobilize our members, partners and the broader public to action. Comms Manager Donovan Scribes spearheaded a [Tenant Week of Action](#), at the suggestion of Membership Manager Jeni Albright targeted at members of the Senate Housing & Development Committee ahead of their committee vote. Activities included using our digital [Rent Increase Calculator](#), submitting letters to lawmakers through the Stable Homes email tool, calling members of the committee, and encouraging people to reach out to their networks to inform them about the bill and to submit testimony in support. As part of the Week of Action we also hosted a [live discussion on our Twitter with the CAT-endorsed Eviction Representation for All campaign](#) about the importance of both rolling back rent increases and providing right to counsel to keep people housed, listened to 65 times.

In all, we yielded dozens more letters to lawmakers, 100+ more testimony submissions, more than 50 calls to the housing committee and even one partner reported telling [45 new people about the bill](#). Our social media yielded more than 30,000 views across platforms and our website was visited more than 10,000 times. A subsequent virtual campaign led by CAT of Senator Mark Meek and Sen Janneen Sollman who were blocking the bill from passing was highly successful with many coalition partners crediting its passage out of committee to the pressure we brought through social media and our e-blast.

I also worked with TikTok influencer Angelita Morillo who focuses on mobilizing folks around local policy initiatives to create content on her TikTok and Instagram ([@pnwpolicyange!](#)) for SB 611 and the Meek/Sollman campaign yielding more than 20,000 views and hundreds of comments combined.

Alongside Meg Olson at Praxis, she and I supported numerous members with one-on-one support to help them develop and submit their testimony on OLIS.

Her and I also worked alongside Sen. Kayse Jama's chief of staff to ensure that a post-hearing debrief between the chair and our members was secured.

We organized alongside Stable Homes, a virtual statewide press conference spotlighting tenants in various regions and the impacts of rent increases over the past year. I recruited Tenant Leadership Cohort members Cynthia Dettman (Ashland) & Riccardo Waites (Bend) to speak at the event. Waites subsequently [posted his comments on his organization, Central Oregon Black Leadership Assembly's blog](#) about the impact of rent hikes on killing the little diversity in Deschutes County. The event yielded [more than 20 news stories](#), even receiving coverage in Idaho.

I was also very active in providing regular updates to the Policy committee along with giving them guidance on how to engage around the bill, working closely with Darren and Meg to mobilize outreach on this legislation.

Key activities into April include:

- Developing education materials about the new tenant protections passed through HB 2001; also increasing press coverage on the new protections
- Supporting Policy Committee & Organizing team with outreach for Ways and Means committee \$100 million rent assistance ask
- Supporting ERA campaign ahead of May 16th vote to bolster engagement
- Strategizing CAT's public positioning on SB 611 alongside leadership
- New comms calendar structure for management to track key assignments from comms dept

Submitted respectfully,
Donovan Scribes
Communications Manager, CAT

April 2023 - Advocacy and Organizing

- landa is writing various programs intended to build upon our current cohort model and the “TPT ” program; taking a more culturally specific and competent approach. The proposals are intended to be used if requested by OHCS and implemented in the next biennium.*
**Below is an attachment of one of these program proposals*
- Technological distribution to help get tenants what they need, in terms of tablets, phone, or internet access has begun.
 - Every regional organizer has signed up to become a representative for 10,000 tablets and are in the process of distributing “technology request” forms to their cohort members, respectively.
 - Distribution of actual technology is intended to begin the week of 4/17.
- The cohort updates are as followed
 - The southern cohort will be 100% graduated by the end of May, with all participants being paid their respective stipend of \$2500
 - The portland-metro cohort is on track to graduate by mid-June, at the latest.
 - As of this report 14/20 tenants we are required to serve have received stipend payments. The organizers have submitted plans to recruit the remaining 6 by the end of May. The focus of the recruitment will be within the PDX-metro area (4) and Southern Oregon (2).
 - landa is facilitating the collaboration of a PDX and Deschutes cohort model, to help the organizing work in Deschutes county. The intention is that Vesper will recruit some low-income tenants within her network and integrate them into her already active Deschutes cohort, where they will be assigned to assist her in on the ground work.
- landa has begun the distribution and discussion of the organizer's summer expectations, which includes, 50% of organizer time being spent on the ground. Included within this 50% mandate will include:
 - Data collection distribution and collection (10%); gathering age, gender/sex, race/ethnicity, a general socioeconomic range, and any other data that will map out extensive detail on any one building. This will be done through the following methods:
 - “One on Ones”
 - Survey Distribution
 - Focus Groups
 - Digital outreach
 - Support of campaigns such as the *Eviction Rights for All* (ERA), etc (10%).
 - Distribution of workshops, trainings, or events to community members/cohort participants (30%)

Departmental Program Proposal

Name of Proposer: Ianda Allen

Manager: Ianda Allen, Coya Crespín

Department: Advocacy and Organizing (and Ed. Department)

Proposal submission date: April 13th, 2023

Program name: *TBD*

Reason for proposal:

It is not historical secret that the Indigenous whom have long occupied what is now claimed perimeter as “The United States”, and the Americas at large, have faced marginalization, violence, enslavement, the formation of institutions built around animalizing, othering, villainizing, and ultimately forced occupancy of what is now known as the “reservation”. These are facts that indigenous persons continue to fight so they are not whitewashed or erased, especially as generalizing terminology such as “*BIPOC*” and “*POC*” have become the go to acronym for conversations like this. Which doesn't allow all the specific racial-ethnic history of this country to be given the space needed to be adequately discussed and taken seriously.

The impact of these institutions, sociocultural attitude, social darwinism, and the conditions of the reservation are not things that stay to the bounds of history. Indigenous individuals are still in a plight to find equitability, visibility, and reparation in 2023. In the U.S. The 2020 Census reveals that 87% of those who identify as “American Indian” or “American Native” alone live outside of tribal statistical areas (*i.e. these individuals recorded that they live outside of a*

reservation); 13 percent live on reservations or other trust lands. (Office of Minority Health. American Indian/Alaska Native - The Office of Minority Health. (2023, February 24)

Even with this one set of data we can draw the conclusion that many Indigenous individuals have family members who live outside of the reservation system and within it. We can further conclude that the issues of obtaining, retaining, and acquiring the needed metrics to find housing outside of the reservation; go hand and hand with the living conditions of the reservation. When it comes to modern multifaceted issues such as those that involve our community members, particularly those who are white, we employ a problem solving approach; that both is methodical and calculated in its approach. So, there is no reason that the culturally specific issues that we see stem out of history should not have the same financial and intentional approach.

This program would be one that expands on our acting cohort model and takes advantage of the diversity we already have within the Advocacy and Organizing department, of whom will be the acting leads for this program. The two organizers can not only bring their lived experience birthed from historical injustice and occupation, but also their years of organizing to create an organization specific cohort, program, and education criteria that is meant to help indigenous individuals navigate the rental process, reservation rights, reporting and legal help, and any other issues that may arise from the indigenous community.

Vision statement:

This proposed program is intended to *organize, educate, and supply financial compensation* to indigenous persons, particularly those who are in the process of transition from the reservation or who are already tenants:

- I. Create specific and intentional community plan and outreach to rental communities who have a “sizeable” or “majority” Indigenous tenant demographic and reservations. This can be done through our Indigenous organizers Vesper and Coya, who not only can act as representatives of CAT but also knows the housing issues, personally and communally, of those who are identified as indigenous. They should be the first point of contact for tenants/reservation members in order to ensure intentional and culturally appropriate handling of any issues that might be brought to them respectively.

- II. CAT currently has an active and successful cohort model that has been effective in getting tenants across the state educated on their rights, assisting regional organizers, activated and organized to take roles as policy/community advocates, etc. all while being paid for their time. A model that ensures any financial burden that the cohort members are experiencing can be quelled or assisted from the organization. Given that CAT already has this cohort model functioning, the organization can set aside a certain amount of money that is intended to fund, support, and bring financial ease to indigenous individuals in their own specific cohort; of which can be broken up between Vesper and Coya.

- III. Upon “graduation” from these indigenous specific cohorts, a temporary stipend for “continual engagement” can be set aside for cohort members who have cited interest in becoming more affiliated with the organization. In the case of those who do find themselves wanting to continue working with the organization, we can move them to the Ed. Departments hotline or to assist with TPT.

Scope: It is my recommendation that this cohort-education specific program begin in the Portland-Metro area for the next biennium and expand within the perimeters of realistic budget expectation. With Vesper and Coya leading the collaboration of organizing, educating subject material, and distribution of cohort payments to those within the area.

Metric of Success: Given that this cohort program will be built upon, and thus follow, the existing cohort model our metric of “success” will be similar; an Indigenous program would not heavily deviate from the current “success metrics” but, rather, add the following metrics:

- 5-10 (there may be capacity for more) Indigenous tenants, as identified in data collection.
- \$12,500-\$25,000 distributed in allotments of \$2500 individual stipends to tenants who meet hour requirements (amount may be lower than what is currently being proposed)
- At least 50% of cohort members meet hour requirements (*TBD*) by designated end of program (*TBD*)
- 2-3 cohort members are transitioned to assist in the TPT program of the education department, creating an Indigenous specific sect to the program

Organizing Strategy*: The biennium of 2023-2025 is already mapped out to be supported with, at least, 50% of organizer time being spent “on the ground”. This program is intended to follow suit with the drafted organizing plan, including:

- Data collection distribution and collection (10%); gathering age, gender/sex, race/ethnicity, a general socioeconomic range, and any other data that will map out extensive detail on any one building. This will be done through the following methods:
 - “One on Ones”
 - Survey Distribution
 - Focus Groups

- Digital outreach
 - For an Indigenous program, any tenant that identifies as “Indigenous/American Native” will be assigned to the Indigenous organizer, Coya; from there a cohort will be built.
 - Coya will choose at minimum (2) buildings to map out and proceed to build her cohort from there, following the collection of demographic information from the buildings.
- Support of campaigns such as the *Eviction Rights for All* (ERA), etc (30%).

- Coya will not only organize a Indigenous specific cohort, but a part of the organizing assignments designated to the cohort members will include the creation of similar campaigns. These campaigns will be based around rectifying issues impacting members (gaining legal advice, eviction obstruction or delay, support in fundraising to help tenants late/default on rental payments, etc.)

**The following allotted items only make up 40/50% of what has been deemed as “on the ground” organizing activities. The other 10% can be made up with activities at Coya’s discretion, that place the cohort members into the field with her.*

Impact on CAT: With a program focused on organizing, educating, and paying historically disenfranchised indigenous persons; CAT has the opportunity to not only broaden our membership base but meet our education deliverables, cohort deliverables, and allocate direct community aid to an underserved, and ignored, population. Maintaining alignment with our mission/organization statement and continuing to show our commitment to inclusive programming.

All while taking advantage of the organizers we have that come from these communities, issues, and are at the forefront of these racial-ethnic disparities. CAT has the opportunity to ensure that we are placing members back into their own communities to activate and build up the people who know the best what has been taken, the specific harm, and what needs to be done; this being their own community members.

Program Sustainability: CAT already has allotted money for a cohort program, for tenants in general, from OHCS. It is my recommendation that, if possible and determined by the state, that any continuance of money we get for this specific program model be broken down into a unique pot for indigenous community members. The model of the cohort program will not change due to this but rather more culturally specific education material, organizing, workshopping, etc. will be done.

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CAT Board

CAT Policy Committee and Staff recommendations:

New:

HB 3503 - Local rent control bill being considered: removes the preemption for local jurisdictions to set their own rent control measures.

HB 2548 - OPPOSE. Would remove Metro's statutory authority to impose income tax for housing services

SB 1089 - universal healthcare bill

Bills being advocated for:

SB 611 A – Timeline uncertain- send letters to representatives

HB 3042 - Tenant protections for expiring affordable housing- letters of support to due

SB 976 -Mortgage Interest deduction- Letters of support due

HB2630- Screening Transparency

HB 3151 - Manufactured Housing dispute resolution and legal assistance

HB 3462 – Emergency Housing for All

- **Local rent control bill being considered:** While 611 was strongly amended this week it did pass out of committee. There is another important bill being considered on the House side [HB 3503](#) which **removes the preemption for local jurisdictions to set their own rent control measures**. Meg testified on CAT & CAT Action's behalf last week in Salem in support and the bill is much more quietly than 611 moving forward. Right now, the instinct is to quietly organize on this and keep the landlord/property manager/developer heat off this one, as 611 continues forward. This bill is exciting because especially in places like Bend, Portland & Eugene there may be enough organizing power to pass stronger controls.
- **HB 2001:** Donovan is working with the Education team to develop materials about the passage of HB 2001 which **abolished 72 hour-notices** for tenants - becaz the bill had an emergency clause it went into effect immediately so this is something Tenants' need to know immediately.
- **ERA campaign:** The Eviction Representation for All campaign is having their endorsement interview with the Oregonian this month – Donovan is representing CAT as part of the endorsement interview which will also be posted online. - Oregon came out against SB 611 just days ahead of the vote (which the state's GOP is really promoting hard). **As a reminder we are about a month out from the special election where ERA will be voted on May 16, 2023.** Important: the last day to register and be eligible to vote in this election is 21 days before, Tuesday April 25th.
- **Electronic eviction notices:** There was a bill introduced by MultiFamily NW (SB 1069) which was also discussed in the Housing Committee this week that would allow electronic evictions ; Dung

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had some strong concerns. Sybil from OLC shared some more information about what the bills impacts could be

Organizing

- Leadership cohorts-Cohorts have been established for Central Oregon, Southern Oregon and the Metro area. The goal is 20 members.
- Co-hort members are learning how to write testimony, coordinate neighbors, offer oral testimony. At least half of the funds have been distributed.
- Co-horts will graduate in May.

Development

CAT has applied for a general grant from Myer Memorial and received \$100,000.

Metro application - #30,000

We need to follow up with a year-end report.

We are raising funds for the development of a legal services program.

We are applying to resources to support metro area organizing around environmental justice issues.

We applied to OHCS for some gap funding to address increased wages and funding decreases but we have not heard back and they are suggesting now that it is less likely.

Policy

- Policy Committee choose to support the Stable Homes for Oregon Families package. However, the committee feels that the 8% cap is too high and they plan to express their dissent.
- CAT is meeting with Fair Shot, the Housing Alliance, Stable Homes and other coalitions on these and other housing policies. The website has been updated with a campaign webpage and Every Action letter.
- A social media awareness campaign was started to bring awareness to the increase in the rent cap to 14.6%.
- The Board is working on an Op Ed piece.
- HB 2001 is a bipartisan package that includes elements of SB 799 except for the safe harbor and occupancy standard changes that may be considered in the future.

Staffing: All positions currently posted are on hold

- Member Services Support Specialist- this position has been posted
- Multnomah County Organizer – this position is canceled pending resources
- Mid-Valley Organizer position external candidates were interviewed.
- Finance and Administration Director posted.
- Interim Finance Consultant was hired to assist the finance department.
- Southern Oregon Education Specialist- delays in hiring due to a lack of qualified candidates
- Marion County Education Specialist- Will be vacated in February
- Multnomah County Education Specialist- posted with an internal candidate

CAT Action Fund (C4)

- CAT Action needs to amend by-laws, and update fundraising efforts and establish itself with the State.
- CAT Action may join the ERA ballot initiative

Communications

- CAT put out a survey about whether tenants can afford a 14.6% increase.
- Agelita did a great Tik-Toc campaign
- Here is a link to [CAT in the news](#).
- Calculate your rent calculator on social media.
- CAT worked to uplift the work of Welcome Home on homelessness prevention policies.
- One of the eblasts asked members to contact Senator Meek and Senator Sollaman.

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- CAT Board submitted the Op-Ed piece

Strategic Plan

- The Strategic Plan was presented at the Member meeting and adopted by the board in October
- Staff Safety Plan is incomplete
- The Executive Team, the CAT Board and Praxis will present a Strategic Plan implementation plan.
- Implementation plan will be presented this summer.

Membership Services

- Member to Member meeting on the Second Saturday of each month will be assisted by Jensi and is on hold until January
- PSU Student volunteers are back
- Membership Support Specialist applicants are being sought.
- Membership module may be added to Every Action

Union Negotiations

CAT and CLU have reviewed all articles. CAT has shared their response to the financial article. CAT and CLU have agreed to meet more frequently. A majority of the articles are with CLU. CAT asked for mediation because of concern that the negotiation is slowing and may extend into the next fiscal year.

Calendar

February

CAT Board adds board members, revisits board recruitment plan.

CAT Board discusses the implementation of the Strategic Plan

Sign contract with Upward Technology

~~Legislative Session Kick Off~~

~~Lobby Day?-~~

~~Distribute cohort equipment~~

~~Complete new staff hiring – on hold~~

~~Finance Director Hiring-~~

~~Attend hearings and offer testimony for Stable Homes priorities.~~

March

CAT Board discusses program priorities based on the Strategic Plan

~~CAT members attended the SB 611 Hearing~~

~~Contract amendments~~

~~Finalize the CLU Collective Bargaining Agreement?~~

~~Grant Applications- ongoing~~

~~Budget Amendments~~

~~PHB Monitoring- waiting for the contract amendment and a response~~

April

CAT Board reviews the funding plan for the program priorities

Support OHCS budget - attending the Ways and Means hearings and contacting legislators

Negotiate a new PHB contact

Rent Well Training

March 2023 Board Report

May

CAT Board prepares for the Summer Member Meeting

Independent Financial Audit-on hold until summer
Negotiate a new OHCS contract
Sign new Contracts
Contract for completion 990
Make grants to tenant advocate organizations

June

CAT Board Approve the 2023 CAT Budget

Summer Member meetings
Wage amendments
Annual Report FY 2021
Strategic Plan implementation strategy

July

CAT Board Retreat?

New Policy Campaign priorities
Find a legislative champion
Tenant Surveys

Management Overview

- Future projects
 1. Bylaw review
 2. New programming proposals
 3. HMIS and Every Action integration
 4. Further expansion of hotline hours
 5. Legal Advocacy program
 6. Resource development goals
 7. Office Move
 - ~~8. Transition to Abila for payroll~~
 - ~~9. Independent Audit Review selection~~
- CAT Morale?
 - Workplace transitions and hiring delays are causing issues.
 - Not having a new finance director is causing anxiety.
- Workplan performance?
 - The education department is nearly fully staffed and training is close to completion.
 - The Tenant Protection Program is making progress.
 - The finance department is making progress with accounting clean-ups and hired a finance consultant to help.
- Which projects need a little help?
 - CAT needs to recruit for the C4 and C3 boards.

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- We need to keep projects closer to the mission.
- Progress on workplan?
 - Implementation of the strategic plan proposal has been delayed until February
- Challenges
 - The use of contractors has caused problems with billing that we did not understand until June. We are still correcting for this by amending the OHCS budget and asking for help with discovered shortfalls.
 - Elaine Zevenbergen, the Finance and Admin Director plans to retire at the end of April. We have not found a candidate so we may seek a partial CFO part-time.
 - Hiring was delayed because of uncertainty about resources.
 - We have experienced new expectations from PHB. We are working to improve our billing process, and communication of deliverables to make it clear to our funders that we are performing as required.
- What are some things you'd like to highlight in your department in terms of upcoming activities, projects, events, campaigns, etc.?
 - CAT's policy campaign was adopted by Fair Shot.
 - Staff are working to improve our language access protocols.
 - The Abila payroll transition had an issue with ACH being established. Other issues include multistate taxes.

Media

[CAT in the news.](#)

Senate Bill 611 / House Bill 2733

Prevent high-rent homelessness

Oregon is in a high rent emergency and current laws are making it worse. Reports are pouring in:



In **Brookings**, 44 households in a 55+ mobile home community received 14.6% rent increases.



In **Eugene**, more than a dozen elders received rent increases over 14%.



In **Portland**, an entire apartment building received 50% rent increases.



In **Sherwood**, a family received a 32% rent increase and will have to leave their home.



Four in 10 Oregonians rent their homes and they already pay the **ninth highest rent in the nation**.¹



The rent increases far outpace wage and Social Security increases.



Communities of color are more likely to be in financial distress. **More than 6 out of 10 renters** who were behind on payments live in communities of color last year.²



High-rent home loss is reaching a crisis level: More than 86% of court evictions are for non-payment³ and Oregon has one of the fastest growing homelessness rates in the country.⁴

Very few Oregonians can afford a 14.6% increase in housing costs.

Lawmakers did the right thing passing SB 608 in 2019. **But we are now facing extreme inflation and the 2023 rate increase is an unreasonable 14.6%**. According to the federal Government Accountability Office, every \$100 increase in community median rent equals a 9% increase in local homelessness.⁵

SB 611 is part of the Homelessness Prevention Package. It sets reasonable, predictable rent increases for tenants:

- Limits rent increases to 3% + inflation with maximum increase of 8% during a calendar year.
- Narrows the loophole, applying rent stabilization to buildings older than 3 years, which increases the number of people protected while exempting new construction.
- Increases relocation assistance to three-months' rent to help tenants displaced through no fault of their own avoid homelessness. Landlords with four units or less are exempt from this provision.
- Sets no limits on rent resets between tenants.

1. kgw.com/article/news/local/oregon-rent-among-highest-in-country-according-to-new-report/283-ec40e58c-049f-4001-9cb5-eb2dd25ddbba

2. jchs.harvard.edu/blog/renter-financial-distress-has-been-concentrated-high-poverty-neighborhoods-and-communities

3. OJD Data; see <https://olis.oregonlegislature.gov/liz/2023R1/Downloads/PublicTestimonyDocument/50686>

4. huduser.gov/portal/datasets/ahar/2022-ahar-part-1-pit-estimates-of-homelessness-in-the-us.htm

5. gao.gov/products/gao-20-433

SB 611 and the Homeless Prevention Package is endorsed by:



To learn more and join the coalition, go to StableHomesOR.org

Sybil Hebb, Oregon Law Center | shebb@oregonlawcenter.org
Justen Rainey, Oregon Housing Alliance | justenr@pacounsel.com
Alberto Gallegos, SEIU Oregon | alberto.gallegos@seiuoregon.org

Legislative advocacy update | April 14, 2023

PRIORITY BILLS

Bill #	Subject	Recent steps <i>Updates since 4-7-23 in BOLD</i>	Next step <i>Updates since 4-7-23 in BOLD</i>
part of HB 3488	Fair housing investigation, enforcement, education	Mar 30: House Housing voted to recommend w/ amendments	Hearing in Ways and Means
TBD	Tax credit to increase homeownership supply	Bill was not introduced	
HB 3492	Improve mortgage availability for ITIN homebuyers	Apr 4: House Housing voted to recommend w/ amendments	Hearing in Ways and Means
SB 976	Mortgage interest deduction reform	Mar 13: Informational mtg in Senate Housing	Apr 19: Hearing in Senate Finance and Revenue
part of HB 2001 (originally SB 799)	Eviction reform and reduction	Mar 15: Adopted by House of Representatives Mar 21: Adopted by Senate Mar 29: Signed into law by Governor Kotek	
SB 611	Rent stabilization	Apr 3: Senate Housing voted to recommend w/ amendment	Senate vote
part of HB 2001 (originally HB 2456)	Support for houseless youth	Mar 15: Adopted by House of Representatives Mar 21: Adopted by Senate Mar 29: Signed into law by Governor Kotek	
SB 225	Private activity bonds for affordable housing	Mar 20: Senate Housing voted to recommend w/ amendment Apr 6: Senate Finance and Revenue voted to recommend Apr 13: Adopted by Senate	Referral to House committee

ENDORSED BILLS

Bill #	Subject	Recent steps <i>Updates since 4-7-23 in BOLD</i>	Next step <i>Updates since 4-7-23 in BOLD</i>
HB 3488	Reporting on racial disparities in homeownership; Homebuyer education and financial literacy; Fair housing investigations, enforcement, education	Mar 30: House Housing voted to recommend w/ amendments	Hearing in Ways and Means
SB 702	Appraiser training and education requirements	Feb 20: Adopted by Senate	Apr 18: Hearing in House Housing
SB 937	Building assets through shorter mortgage periods for shared-equity homeowners	Mar 1: Hearing in Senate Housing Mar 22: Senate Housing voted to recommend w/ amendments	Hearing in Ways and Means
HB 3235	Oregon kids' credit	Mar 29: House Early Childhood and Human Services voted to recommend w/ amendments	Hearing in Tax Expenditures
HB 3169	Rental market data		Bill will not advance
SB 603	People's housing assistance fund	Feb 27: Hearing in Senate Housing	Bill will not advance
HB 2680	Screening fee transparency	Mar 14: Hearing in House Housing Apr 4: House Housing voted to recommend w/ amendments	House vote
SB 599	Allow tenants to operate home-based childcares	Feb 15: Adopted by Senate	Hearing in House Early Childhood and Human Services
HB 3151	Manufactured housing dispute resolution and tenant legal aid	Mar 14: House Housing voted to recommend w/ amendments Mar 22: Adopted by House of Representatives Apr 12: Hearing in Senate Housing	Apr 19: Work session in Senate Housing
HB 2466	Property tax exemption for limited-equity cooperatives	Feb 23: House Housing voted to recommend w/ amendments Apr 7: Hearing in Tax Expenditures	Work session in Tax Expenditures

Bill #	Subject	Recent steps <i>Updates since 4-7-23 in BOLD</i>	Next step <i>Updates since 4-7-23 in BOLD</i>
HB 3042	Protections for residents of housing with expiring affordability restrictions	Mar 23: House Housing voted to recommend w/ amendments Apr 5: Adopted by House of Representatives	Apr 17: Hearing in Senate Housing
HB 2653	Tax credit for preservation of regulated affordable housing	Mar 21: House Housing voted to recommend w/ amendments Apr 7: Hearing in Tax Expenditures	Work session in Tax Expenditures
HB 2465	Affordable housing tax credits for limited-equity cooperatives	Feb 23: House Housing voted to recommend w/ amendments Apr 7: Hearing in Tax Expenditures	Work session in Tax Expenditures
LC-2191	Parking reform		Bill was not introduced
HB 3482	Affordable housing on non-profit property	Mar 28: House Housing voted to recommend w/ amendments	Hearing in Way and Means
HB 2761	Funding affordable homes within mixed-income developments	Mar 28: House Housing voted to recommend w/ amendments	Hearing in Way and Means
SB 892	OHCS statute clean-up to improve agency operations	Mar 22: Senate Housing voted to recommend w/ amendments	Senate vote
HB 3215	Supporting housing recovery after disasters	Mar 21: House Housing voted to recommend w/ amendments	Hearing in Ways and Means
part of HB 2001 (originally HB 2889)	Oregon housing needs analysis (OHNA)	Mar 15: Adopted by House of Representatives Mar 21: Adopted by Senate Mar 29: Signed into law by Governor Kotek	

ENDORSED BILLS – additional bills added to our agenda mid-session

Bill #	Subject	Recent steps <i>Updates since 4-7-23 in BOLD</i>	Next step <i>Updates since 4-7-23 in BOLD</i>
SB 496	Emergency Homelessness Funds for Companion Animals	Feb 8: Senate Housing voted to recommend w/ amendments	Hearing in Ways and Means
SB 601	Tenant opportunity to purchase (TOP) for multi-family properties	Feb 27: Hearing in Senate Housing	Bill will not advance
SB 1076	Regulating hospital discharge of homeless patients	Mar 22: Hearing in Senate Health Care Mar 27: Hearing in Senate Health Care Apr 3: Work session in Senate Health Care	Bill will not advance
SB 684	\$10 tenant screening fee cap		Bill will not advance
HB 3462	Emergency housing for all	Mar 21: Hearing in House Housing Apr 4: House Housing voted to recommend w/ amendments Apr 14: Adopted by House of Representatives	Assignment to Senate committee
HB 3309	Incentivize and study accessible housing	Mar 23: Hearing in House Housing Apr 4: House Housing voted to recommend w/ amendments Apr 14: Adopted by House of Representatives	Assignment to Senate committee
OHCS budget	Recapitalize Market Cost Offset Fund		
HB 2548	OPPOSE. Would remove Metro's statutory authority to impose income tax for housing services	Feb 1: Hearing in House Revenue Mar 21: Informational mtg in House Revenue Apr 6: Informational mtg in House Revenue	TBD
SB 744	OPPOSE. Would legalize insurance products tenants could buy instead of a security deposit		Bill will not advance

Community Alliance of Tenants Department Manager Reports- Finance and Administrative

4-19-23

Purpose: These are to be used for management meetings and board reports for the board of directors. This is to help consolidate information the amount of report out to make life a little easier for managerial staff. The idea behind this template is that you fill it out twice a month for management team meetings and the latest one will be used for the board meeting.

Questions to answer:

- How are staff doing in your department?
 - What is their morale like?
 - What is their performance like regarding achieving workplan goals for the year?
- How are you doing on completing your workplan?
 - What projects are going well?
 - Which projects need a little help?
 - Where would you say you are in completing your whole workplan?
 - What elements of your workplan would you like to highlight?
- How is fundraising going for your department?
 - What deficits remain in which departments?
 - What are we doing to address those deficits if applicable?
 - What applications and reports are due in the next two weeks?
- How are you doing in maintaining your budget?
 - How is spending in your department? On track, accelerated or slow-going?
 - If applicable, what needs to be adjusted to help bring your spending back on track?
- What are some things you'd like to highlight in your department in terms of upcoming activities, projects, events, campaigns, etc.?

STAFF CHECK IN

On a scale of 1 to 10, how would you rate morale for your staff? (1 being poor, 10 being awesome!)

1	2	3	4	5	6	7	8	9	10
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What's the story behind selecting your answer? (Feel free to add any important details that will help us understand as to why morale is the way it is!)

Elaine is continuing as a contractor this month to finish up accounting adjustments (especially for grant expenses), produce financial reports, work on Beneficial Line of Credit renewal, and work on schedules for 990 Informational return for FY21-22, which is due April 15th, as well assist Finance and Admin staff as needed.

The accounting department (Steve, Elaine & Lynne) is caught up on all bank reconciliations, accounts payable, accounts receivable transactions and invoicing through February 2023. Lynne is now working on March 2023 invoicing. As far as the Balance sheet, we have completed all grant release transactions, which increase revenues and move grant expense from restricted to unrestricted; all cash accounts, Pex , Accounts Payable and Accounts Receivable are reconciled. However, there is still more work to do on the Balance Sheet to ensure that the net assets is a correct number. There are a few minor accounts that Lynne and Elaine are working on that need reconciling: Oregon Saves, Payroll taxes and Employee Advances, which are all liability accounts.

We hired Tracy Baird this Monday as a financial consultant to continue working on accounting assignments, as well as finish cleaning up the Balance sheet and other projects, and produce Board reports after Elaine retires. Tracy has experience in forensic accounting, so she will be studying our accounting records and making recommendations for adjustments.

Kendra, Lynne and Steven are still working on the Abila payroll and timesheet conversion project. All timesheets were completed in Abila for March 2013, as well as cost centers, employee information etc. Unfortunately, we ran into a few glitches for March 2023 payroll through Abila; therefore, we ran it in Paychex instead. We will be running both Paychex and Abila payrolls parallel for a few months to ensure that both systems match. Once that happens, we will terminate our contract with Paychex.

What is performance like with regard to achieving workplan goals for the year?

<i>Behind, need support</i>	<i>Behind, but have a plan</i>	<i>No opinion, really</i>	On track	
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WORKPLAN CHECK IN

How far along are you in completing your workplan for the year? 0-100%

What are the top three workplan items that are going the best?

- (1) **General financial operations and accounting records for FY22-23:** Financial Operations continues to go smoothly. We are current with invoicing, monthly general ledger recording of deposits and expenses, bank reconciliations, paying bills and organizational financial reports. Payroll continues to go out on time; just a few hiccups on the payroll conversion remain.
- (2) **Development:** Meaghann Ande is working on fundraising opportunities as delineated in the fundraising section below, with a focus on private foundation grants.

What are three workplan items that need some more attention to get/stay on track?

- (1) **Balance sheet adjustments:** Elaine is finishing up with grant expense adjustments to match grant awards. We are current on all electronic filing for accounts payable, accounts receivable, grants, bank reconciliations, Pex debit accounts and other audit-worthy documents for **FY21-22, as well as most of FY22-23**. As mentioned previously, we have another 4 more accounts to fix on the balance sheet, of which net assets is the most critical.
- (2) **Financial policies and procedures:** While these were revised in **March 2022**, there is still more work to improve this manual, and put in more details on actual procedures. This is on hold until get finished with Balance sheet adjustments and other critical projects.
- (3) **Information Technology:** We still have some projects that need attention on the IT front, which includes enhancing security for our Google Suite, as well as setting up the domain Controller, which will make our onboarding and offboarding of employees more efficient. Kim has taken over this role from Elaine. This is on hold due to cash flow issues.

Are there any unfunded projects in your work plan/task list right now that we need to develop a plan for funding and/or strategically letting go?

Yes	No
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There are certain positions that we are putting a “hiring hold” on, including the Member Services Specialist, Marion County Tenant Ed Specialist, Jackson County Tenant Ed Specialist and Marion County Organizer.

Hiring of these positions will be contingent on how much monies we receive from OHCS, Oregon Community Foundation, Collins Foundation, City of Gresham and other government and private funders for **FY23-25**. We should know by **June 2023** where we stand on these funding requests.

Unfortunately, we did not receive the **\$340,000** that we requested from OHCS, which was disappointing. That means the **FY22-23** budget will be somewhat tighter than anticipated.

Any highlights about your workplan that you’d like to share?

FUNDRAISING CHECK IN

*How are you doing with raising the funding needed in your department?
(1-10, 1 being poor, 10 being awesome)*

1	2	3	4	5	6	7	8	9	10
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What funding opportunities are you waiting to hear back from:

We are still waiting to hear back from Home Forward for a renewal of the Housing Choice Voucher program for calendar year **2023**. This will help fund one of our positions, Tenant Education Coordinator Fitsum Berhe. Dung Ho put in a proposal in **January 2023**. Both Dung and Kim are following up with the program manager. Accounting is ready to bill for **January through March 2023**.

What funding opportunities do you have your eye on?

We are aggressively pursuing Oregon Community Foundation, Collins Foundation, and City of Gresham for private grant monies for **FY23-25**.

What funding opportunities are you pursuing right now and for what purpose?

See above.

BUDGET CHECK IN		
<i>How are you doing with spending? Are you accelerated? On track? Slow-going?</i>		
Accelerated (for revenues)	On Track	A little Slow-Going (for both expenses and revenues)

What's the story behind your selection?

Net income as of **March 31st, 2023** is **\$128,915** with unrestricted funds only, and **\$417,294** with restricted funds. This is largely due to the fact that we had a Small Business Administration PPE payroll in **2021** that was converted into a grant (**\$202,892**).

CAT earned **79 %** of revenues, the bulk of which is from government contracts with Multnomah County, Washington County, Oregon Housing and Community Services, Portland Water Bureau, and Portland Housing Bureau (**\$1,793,177**), as well as from private funds from Oregon Community Foundation, Meyer Memorial Trust, Oregon Consumer Justice, Unite Oregon and Right to the City (**\$377,420**).

Expenditures were **\$2,050,230**, representing **66%** of budget. The majority of the expenditures was for personnel (**\$1,429,439**), and contract services (**\$193,364**). Contract services consisted of services provided by Robert Half temps for Communications, Accounting, and Tenant Education, as well as for an independent lobbyist and policy researcher. Currently, we have only 3 independent contractors: the lobbyist and 2 financial consultants.

Cash flow is an area of concern. Our operating account balance is **152,145**. Unfortunately, we did not receive the additional **\$340,000** that we asked for from **OHCS**. CAT is still waiting on payments from Portland Housing Bureau for **February 2023**, and from **OHCS** for **January and February 2023**. Lynne will be billing Portland Housing Bureau, Metro Safe Housing, Home Forward for **March 2023**, so we should have additional **\$400,000** or more in cash by early April 2023.

In addition, we are renewing our Line of Credit from our bank and asking for **\$200,000**. We have already supplied Beneficial State Bank with a number of documents, but the underwriters are asking for more documentation.

Cash flow is estimated to be (**\$33,169**) by **June 30th, 2023** but if we get our Line of Credit renewal this will ameliorate this situation for a while. At the end of the calendar year (**December 31st, 2023**), we are projecting a negative of (**292, 342**).

Finance is working to reduce operational costs and we are holding off hiring a number of positions, but we need to look at other solutions as well. Cash flow will also be largely dependent on what we are awarded from **OHCS** for **FY23-25**. We have submitted budget scenarios to them of **\$2 million & 3 million** each; Kim and other staff are actively soliciting our legislators and OHCS directors to make sure that we receive as much as we can from OHCS so we can further our mission and strategic planning objectives, as well as keep our revenue streams sustainable.

Cash flow 4-1-23 to 12-31-2023

	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
Beginning bank balance 4-19-23	152,145	143,747	121,078	(33,619)	(219,019)	(376,519)	(152,119)
Revenue							
PHB 22-23/23-24	59,248	51,000	50,828			75,000	37,500
OHCS 21-23/23-25	124,808	108,272				300,000	100,000
Multn County 22-23/23-24 CDBG						1,800	600
Mult County CARES 22-23/23-24	60					25,000	8,333
Portland Water Bureau FY 22-23	4,399	2,694					
Home Forward 2023	2,088	2,789	6,100	6,100	6,100	6,100	6,100
Metro Bulky Waste		4,175	4,375				
Metro Safe Housing 2023		7,500			7,500		7,500
Washington County 21-23		10,400			10,400		
Individual Donations/Contributions	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Membership Dues	500	500	500	500	500	500	500
Total Revenues	193,102	189,330	63,803	8,600	26,500	410,400	162,533
Expenses							
Personnel (salaries, payroll taxes, benefits)	160,000	160,000	160,000	160,000	160,000	160,000	160,000
General operating	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Marketing/Communications	500	1,000	1,000	1,000	1,000	1,000	1,000
Legal fees (LASO)			2,500				2,500
Tenant emergency assistance (OCF)		10,000	20,000				
Statewide support for TLC members	10,000	10,000	10,000	10,000			
Computer Equipment and accessories						2,000	2,000
Upward Technology	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Development costs	500	500	500	500	500	500	500
Staff trainings							5,000
Telecommunications	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Accounting and audit fees							20,000
Praxis Communications Contract	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Contract Lobbyist	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Financial consultant- ELZ & Tracy	8,000	8,000	2,000				
Program expense - PHB pass thru to partners							
Total Monthly expenses	201,500	212,000	218,500	194,000	184,000	186,000	213,500
Ending balance, xx/31/22-23	143,747	121,078	(33,619)	(219,019)	(376,519)	(152,119)	(203,086)

Nov-23	Dec-23
(203,086)	(266,156)
37,500	37,500
100,000	100,000
600	600
8,333	8,333
6,100	6,380
	7,500
10,397	
2,000	2,000
500	500
165,430	162,813
160,000	160,000
10,000	10,000
1,000	1,000
2,000	
3,000	3,000
500	500
5,000	5,000
2,500	2,500
3,000	3,000
4,000	4,000
37,500	
228,500	189,000
(266,156)	(292,342)

OREGON Community Alliance of Tenants
Statement of Activities FY22-23
as of March 31st, 2023

	Mar-23	Unrestricted FYTD	Restricted YTD	Total	FY 22-23 Budget	% Actual to Budget
Government Contracts	179,203	1,793,177		1,793,177	2,554,690	70.19%
Foundation Revenue (private g	36,195	89,041	288,379	377,420	373,334	101.09%
Justin Buri Donations	26	233		233	5,000	4.65%
Contributions	532	16,772		16,772	50,000	33.54%
Member Dues	588	4,854		4,854	15,000	32.36%
Event Income (Gala)	-	-		-	20,000	0.00%
Event Income (Other)	-	1,250		1,250	2,000	62.50%
Fee for Services (C4)	72	7,593		7,593	80,000	9.49%
SBA Paycheck program grant	-	202,892		202,892	-	0.00%
Other Income	-	63,333	-	63,333	7,000	904.76%
TOTAL REVENUES	216,616	2,179,145	288,379	2,467,525	3,107,024	79.42%
Salaries	119,716	1,116,626		1,116,626	1,737,757	64.26%
Employee Benefits	23,074	206,353		206,353	299,581	68.88%
Payroll Taxes	11,658	106,460		106,460	173,776	61.26%
Program Expense	25,000	75,163		75,163	75,000	100.22%
Building Leases	4,017	35,556		35,556	40,000	88.89%
Legal & Legal Aid Fees		27,622		27,622	57,500	48.04%
Lobbying	4,000	28,000		28,000	-	0.00%
Accounting Fees		601		601	20,000	3.01%
Event Expense		3,227		3,227	6,500	49.65%
Telecommunications	2,970	31,148		31,148	23,871	130.48%
Software Purchase	9,009	47,266		47,266	49,992	94.55%
C4 expenses				-	80,000	0.00%
Local Travel	246	675		675	10,000	6.75%
Meeting Meals	110	2,242		2,242	3,000	74.72%
IT services	3,475	34,217		34,217	43,680	78.34%
Translation	50	4,932		4,932	35,000	14.09%
Leadership Develop/Staff train	175	12,964		12,964	14,000	92.60%
Office Supplies	327	3,805		3,805	9,000	42.28%
Other travel	1,279	14,684		14,684	31,000	47.37%
Payroll Services		7,370		7,370	3,000	245.67%
Gift Cards	200	2,569		2,569	7,500	34.26%
Postage & Delivery	285	3,590		3,590	3,000	119.65%
Other Contract Services	16,827	193,364		193,364	107,000	180.71%
Conferences & Training	207	2,026		2,026	3,000	67.54%
Equipment Purchase		2,146		2,146	10,000	21.46%
Printing & Copying	41	2,159		2,159	10,000	21.59%
Tenant Assistance Fees		3,899		3,899	30,000	13.00%
Scholarships for TLC members	6,675	9,575		9,575	55,000	17.41%
Repairs & Maintenance				-	1,000	0.00%
Advertising	716	2,856		2,856	3,000	95.19%
Dues & Subscriptions		870		870	4,000	21.75%
Utilities	375	3,791		3,791	4,500	84.26%
Insurance Liability D&O		1,899		1,899	1,900	99.95%
Insurance - General Liability	352	5,586		5,586	7,000	79.80%
Insurance - Workers Comp		1,138		1,138	2,000	56.90%
Finance Fees	169	2,021		2,021	3,000	67.38%
Equipment Rental (copier)		1,937		1,937	4,000	48.42%
Childcare		360		360	1,000	36.00%
Development Expenses		776		776	42,000	1.85%
Communication Expenses	3,000	37,388		37,388	60,000	62.31%
Misc Expense	840	8,491		8,491	21,467	39.56%
Interest Expense (Line of credit)		4,878		4,878	2,000	243.91%
Vacation Expense				-	10,000	0.00%
Board Meetings	-	-	-	-	2,000	0.00%
TOTAL EXPENSES	234,792	2,050,230	-	2,050,230	3,107,024	65.99%
Increase in Net Assets	(18,176)	128,915	288,379	417,294	0	