



CAT Board Agenda
COMMUNITY ALLIANCE OF TENANTS (CAT)
September 22, 2022
6:00 PM - 8:00 PM

6:00 Welcome

Board role: Agenda approval and ground rules review

*6:05 Approval of August 2022 minutes

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

Check-in Question: How will a 14.6% rent increase impact you.

6:15 Meet new board members

Board Role: Listen, ask questions

6:30 Strategic Plan Final Discussion

*Board Role: Listen, discussion, vote to approve policy direction

7:00 BREAK5 min

7:05 Endorsement votes

- Welcome Home Coalition support of increased wages for service workers.
<https://welcomhomecoalition.org/wage-advocacy/>
- Eugene Tenant Alliance Petition and Advocate Meeting in November

*Board Role: Listen, discussion, vote to approve policy direction

7:15 Membership report and preparation for Annual Meeting and Board Elections

Board Role: Listen and offer input to the planning actions

7:30 Staff reports Tenant Education, Communications, Organizing, Development,
Administration/Budget, Advocacy

Board role: Listen, ask questions

7:45 Board vote on new candidates -TIME CERTAIN

*Board Role: Discussion and vote

8:00 Adjourn

*These are action items

. Board Bright: Governance Roles & Responsibilities



Events and Training

Board Bright Series

October 6, 3- 4:30 p.m. | Presenter: Jenn Clemo, NAO

In this 90-minute webinar, participants will learn about the fundamentals of nonprofit governance and gain an understanding of the board's role in the management of the organization. This webinar is part of NAO's Board Bright Series – a quarterly board training designed for emerging and seasoned board members alike, and anyone else looking for a governance refresh. Free to NAO members! More details and registration information contact Kim. More details [here](#).

Member Meeting

Saturday October 15th 11 am to 2 pm
Annual Member Meeting and Elections

CAT Staff and Board Gathering

October 20th, 1 pm to 4 pm
Location to be determined.

August 2022 Board Blurb

Hotline

In August, we completed 240 hotline calls across the state, including 14 calls on our live hotline.

Top 5 issues in August on Renters' Rights Hotline:

Ranking	Issue	#
1	Rent Obligation	47
2	Termination/Eviction - Non-payment	40
3	Rent Increase	38
4	Repairs - Other Repairs	38
5	Termination/Eviction - No cause	38
6	Harassment	35
7	Lease Questions	34
8	Repairs - Essential Service	33
9	Termination/Eviction - For cause	33
10	Deposit returns/billing	32

Events:

8/13/22 - Tabling at Rosewood Initiative, east Portland
English, Spanish, and Russian materials provided
Attendees: 10+ excluding other service providers
Demographics: Unknown

8/19/22 - FAIR law update and SB 891 ending reminder: Facebook Livestream
Language: Vietnamese
Attendees: 10 live attendees, 40 views

Tenant Protections Team (TPT)

TPT Partners Clinic is a bi-monthly meeting for TPT partners to attend and ask TPT staff questions and attorney Troy Pickard.

8/10/22 - TPT Partners Clinic on Zoom
Language: English
Attendees: 11

Tenants were provided services with Vietnamese language support. Tenants needed the most help with Eviction/Covid protection & rental assistance.

IRCO- 2 referrals.

APANO- 21 referrals.

Livestream Sessions (Vietnamese language):

- PDX Fair law change & SB 891: 10 lives, 69 views
- Tenants' meeting with APANO & Renters' Rights presentation at Orchard 82, SE 82nd Ave in Portland: 9 tenants attend, English. All low income renters.

19 referrals to Troy.

SEI- Joy helped 15 tenants through SEI. Most tenants needed help with evictions and repairs. 4 referrals to Troy.

CAT- 9 referrals.

August 2022 Board Report Organizing and Communications

Organizing

- Each organizer has been tasked with recruiting a small regional cohort to kick-off in November.
- Member meeting is planned for October 15th.
- The Organizing and Education staff have identified locations in Salem, Forest Park, SW Portland, N Portland and NE Portland and Tigard for building organizing.

Policy

- Displacement Prevention workgroup for 2023 started new monthly meetings under leadership of Representative Valderrama was rescheduled.
- Policy Committee choose to focus on reform of SB 608 to address inflation, relocation and no cause evictions and a strategy to address the needs of tenants in low-income housing. Second strategy is starting Rental Registration, and return of SB 608 provisions that are important to preventing eviction. For everything a focus on policy that will equitably reach Black, Indigenous and Immigrant and Refugee households is critical.
- 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.

Staffing:

- Member Services Support Specialist- Applicants are being recruited
- Multnomah County Organizer – this position is cancelled pending resources
- Mid-Vally Organizer position has internal candidates that are being interviewed.

CAT Action Fund (C4)

- The CAT Action fund board supported Kotek, McCleary, Hardesty, and Golden.
- CAT Action is seeking new board members.

Communications

- Education announcements regarding the expiration of eviction laws and allowed rent increases for 2023
- Here is a link to [CAT in the news](#).

Strategic Plan

- The Strategic Plan will presented at the Member meeting and adopted by the Board in October.
- Staff Safety Plan is incomplete
- Racial Equity Gauge and interviews draft results will be shared with the board in October after translation.

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 on hold because the main professor that offers volunteers is on an extended leave.
- The Annual Member meeting will be held October 15
- Membership Services Assistant 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.

Calendar

August 2022 Board Report Organizing and Communications

~~April-~~

~~Strategic Plan draft Done~~

~~C4 Endorsements Done~~

~~June-~~

~~Organizational Chart review with staff done~~

~~Draft Racial Equity Assessment Report done~~

~~Fair Shot policy proposal accepted done~~

~~June-~~

~~Member Meeting June 25th done~~

~~_____ FY 2022-2023 Budget approval done~~

~~_____ In person gatherings done~~

~~CAT Board Meeting June 27th done~~

~~_____ Hire Lobbyist Hired Darren Golden done~~

~~July-~~

~~_____ Finalize the Strategic Plan Done~~

~~_____ Finalize Racial Equity Assessment Plan Done~~

~~_____ Policy meetings with Stable Homes and CAT Policy Committee done~~

~~_____ Working to resolve issues with the PHB invoice Done~~

~~_____ Policy meeting with State Housing Chairs Jama and Dexter done~~

~~_____ Many CAT staff attended an organizing training by RTTC. Done~~

~~August~~

~~_____ Legislative Session Preparation Fair Shot has hired a research group to assist us. Done~~

~~_____ Fall Member Meeting has been set for October 15~~

~~_____ Fair Shot presentation to new legislators Done~~

~~September~~

~~Legislative proposal draft-Due September 23~~

~~Member meeting invite- reminders~~

~~Member meeting rehearsals and translations due~~

~~Editorial-in progress~~

~~October~~

~~Member Meeting Elections October 15~~

~~All Staff gathering October 20~~

~~Cohort Kickoffs~~

~~November~~

~~December~~

~~Winter Break~~

~~January~~

~~Mid-West Academy Training~~

~~Rent Well Training~~

~~Advocacy Training~~

~~February~~

~~Legislative Session Kick Off~~

~~March~~

~~Contract amendments~~

August 2022 Board Report Organizing and Communications

Grant Applications

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. Transition to Abila for payroll
 8. Internal Audit
- CAT Morale?
 - There is a focus on training and we are seeking funding for training.
- Workplan performance?
 - The education department is nearly fully staffed and training is close to completion.
 - The Tenant Protection Program is making progress.
 - Cohort kick off will happen soon.
 - The finance department is making progress with accounting clean ups.
- Which projects need a little help?
 - CAT needs to recruit for the C4 and C3 boards.
 - We need to keep projects closer to the mission.
- Progress on workplan?
 - Implementation of the strategic plan will start in November
- Challenges
 - Staff absences and understaffing has caused problems with billing that we did not understand until June. This issue has also cause overwork for some.
- 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.

Community Alliance of Tenants Department Manager Reports- Finance and Administrative

9-20-22

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!)

Steven, Elaine and Lynne are working on more adjustments and reconciliations for the fiscal year FY21-22, in preparation of our first financial audit. Elaine will be drafting a Request for Proposal for to CPAs for to perform the audit. Lynne is working on accounts payable adjustments and completed on Journal entries for August 2022 for revenues, expenses, accounts payable and accounts receivable. Elaine completed departmental budgets and is reviewing with directors. She will complete cost spending plans for FY22-23 this week which will largely help guide staff in using cost centers for timesheets.

Kendra, Elaine, Steven and Lynne & Kim are meeting with Abila consultants to integrate and streamline our timesheets, HR and payroll systems with the accounting software. This project is slate to be complete by January 2023. Staff will receive training on the new timesheet system, while the finance an Amin staff will be receiving training on the new systems.

Kendra is ensuring we have all records in good order and that all are complete for both current and past employees. She is also working with our HR firm to streamline policies and create forms for managers for better managing their departments.

Donovan Scribes is back from Paternity leave, an have terminate our contract with Robert Half for communications contractor, who was helping fill in while Donovan was on leave.

Meaghann is working fast and furiously on grants and building relationships with major donors in the business community so we can receive more unrestricted monies for general operating support employee VEI training, Rent Well training and other major staff development opportunities.

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	<i>Ahead of Schedule</i>
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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 will be streamlining timesheets and payroll by incorporating these into our accounting software as well as automating cost allocations by funder, site and department – We will be meeting with our Abila accounting software rep and working with him to hopefully be finished with software conversions and staff training by the beginning of **2022.**

- (2) **Human Resources and Payroll:** Monthly Payroll processing and timesheet submittal are going very smoothly. New hire orientation and separation of departing employees is going relatively well, although Kendra continues to work on streamlining these Offboarding/Onboarding processes so they are more effective and efficient.
- (3) **Development:** Meaghann Ande is working on fundraising opportunities as delineated in the fundraising section below, with a focus on private foundation grants. As mentioned above, she is working on a fundraising plan for the new year. She is also working on getting the C4 entity up and running and is recruiting new candidates for both the C3 and C4 Boards.

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

- (1) **FY 21-22 Abila reconciliations and cleanup:** Lynne, Steven and Elaine are still working on reclassing expenditures and adjusting releases from restrictions for private grants for the upcoming financial audit. We have posted 500 adjusting entries, still about 6 grants to cleanup, which takes a lot of time. We are current on all electronic filing for accounts payable, accounts receivable grants, Pex debit accounts and other audit-worthy documents for **FY21-22**. Elaine is still working on **FY21-22** bank recs, which have been completed through December 2021, but hope to complete by mid-September.
- (2) **Personnel policies and procedures:** The Employee Handbook is still on hold as there are quite a few items that Union has indicated that they wish to negotiate. We have reached several tentative agreements with the CAT union on some articles that impact the personnel policies; we have given the Union all of our articles and counterproposals. We have received all of the economic counterproposals including wages, leaves and retirement from the Union, and are in the process of reviewing them. We have several noneconomic counterproposals from CLU that we will be negotiating on as well.
- (3) **C4 reconciliations and cleanup:** Elaine has caught up with C4 reporting, income statements and reconciliations through **6/30/22**. We secured liability insurance for the entity. She has also created a draft budget for **FY22-23** and have cleaned up files in the C4 folder in Egnyte. Elaine is training Steven to take over finances, insurance, & other administrative tasks.

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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It will be necessary fundraise **\$150,000** in order to meet current budget goals; Meaghann is actively pursuing. In addition, it is the hope that we can also get more administrative help in the Finance and Administrative Department, as well as Organizing Manager for the Organizing and Policy department, to assist the director in administration and management of Organizing employees; however, this will require additional fundraising as well. As mentioned previously, we are working with Meyer Memorial Trust, Metro, Collins Foundation and Oregon Housing and Community Services for more grant income.

While most of our government grants have renewed this year, we are still having discussions with Portland Housing Bureau about finalizing the FY22-23 contract. There are a number of new contract managers who need to be more fully understand CAT” S longstanding Tenant Education and Tenant Protection, Fair Housing and Safe Housing programs.

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 have sent in grant applications for two Metro grants, OHCS an Meyer Memorial Trust grants.

What funding opportunities do you have your eye on?

We will also be aggressively pursuing Oregon Community Foundation, Collins Foundation, Murdoch Foundation, and Kaiser Foundation for private grant monies for **FY22-23**.

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

See above.

BUDGET CHECK IN

How are you doing with spending? Are you accelerated? On track? Slow-going?

Accelerated (for revenues)

On Track

A little Slow-Going (for both expenses and revenues)

What's the story behind your selection?

Net income FYTD 22-23 as of August 31st, 2022 is **\$36,512** with unrestricted funds, and **\$309,308** with restricted funds. We have earned **25 %** of revenues an incurred **15%** as compared to our budget. The bulk of the revenues was primarily from government contracts with Multnomah County, Oregon Housing and Community Services, and Portland Housing Bureau (**\$442,114**), as well as from private funds from Oregon Community Foundation, Oregon Consumer Justice, Unite Oregon and Right to the City) (**\$272,676**).

Expenditures were **\$473,369**, representing **15%** of budget. The majority of the expenditures is for personnel (**\$318,570**), and contract services (**\$69,115**). **Contract services consists of services from Robert Half temps for Communications, Accounting, and Tenant Evocation, as well as for a lobbyist and policy researcher.**

Cash flow is adequate at **\$239,316**; we are still waiting to invoice July and August after finalizing budgets and contracts for government grants. **Cash Flow** is projected to be **\$70,448** by **June 30th, 2023**.

OREGON Community Alliance of Tenants
Statement of Activities FY21-22
as of August 31st, 2022

	Aug-22	Unrestricted FYTD	Temp Restricted YTD	Total	FY 22-23 Budget	% Actual to Budget
Government Contracts	211,174	442,114		442,114	2,554,690	17.31%
Foundation Revenue (private)	2,460	6,690	272,676	279,366	373,334	74.83%
Justin Buri Donations	26	52		52	5,000	1.04%
Contributions	959	4,828		4,828	50,000	9.66%
Member Dues	674	1,085		1,085	15,000	7.23%
Event Income (Gala)	-	-		-	20,000	0.00%
Event Income (Other)	-	-		-	2,000	0.00%
Fee for Services (C4)	96	1,073		1,073	80,000	1.34%
Other Income	53,383	54,159	-	54,159	7,000	773.70%
TOTAL REVENUES	268,772	510,000	272,676	782,677	3,107,024	25.19%
Salaries	122,869	248,918		248,918	1,737,757	14.32%
Employee Benefits	22,184	45,030		45,030	299,581	15.03%
Payroll Taxes	12,207	24,622		24,622	173,776	14.17%
Program Expense				-	75,000	0.00%
Building Leases	3,911	7,823		7,823	40,000	19.56%
Legal & Legal Aid Fees	3,080	5,810		5,810	57,500	10.10%
Accounting Fees		150		150	20,000	0.75%
Event Expense				-	6,500	0.00%
Telecommunications	3,622	6,980		6,980	23,871	29.24%
Software Purchase	2,411	11,417		11,417	49,992	22.84%
C4 expenses	96	1,073		1,073	80,000	1.34%
Local Travel		100		100	10,000	1.00%
Meeting Meals	98	98		98	3,000	3.26%
IT services	3,949	12,109		12,109	43,680	27.72%
Translation	216	1,021		1,021	35,000	2.92%
Leadership Develop/Staff training				-	14,000	0.00%
Office Supplies	393	1,525		1,525	9,000	16.94%
Other travel	1,535	3,898		3,898	31,000	12.57%
Payroll Services	4,630	4,885		4,885	3,000	162.84%
Gift Cards	534	825		825	7,500	11.01%
Postage & Delivery	94	1,886		1,886	3,000	62.87%
Other Contract Services	32,770	69,915		69,915	107,000	65.34%
Conferences & Training	3,055	3,055		3,055	3,000	101.83%
Equipment Purchase		2,047		2,047	10,000	20.47%
Printing & Copying	10	137		137	10,000	1.37%
Tenant Assistance Fees		3,899		3,899	30,000	13.00%
Stipends for TLC members, interns				-	55,000	0.00%
Repairs & Maintenance				-	1,000	0.00%
Advertising	180	180		180	3,000	6.00%
Dues & Subscriptions	20	360		360	4,000	9.00%
Utilities	435	870		870	4,500	19.33%
Insurance Liability D&O				-	1,900	0.00%
Insurance - General Liability	3,016	3,016		3,016	7,000	43.09%
Insurance - Workers Comp	439	439		439	2,000	21.96%
Finance Fees	205	548		548	3,000	18.28%
Equipment Rental (copier)	244	488		488	4,000	12.21%
Childcare	120	120			1,000	0.00%
Development Expenses	236	743		743	42,000	1.77%
Communication Expenses	3,352	7,374		7,374	60,000	12.29%
Misc Expense	282	1,153		1,153	21,467	5.37%
Interest Expense (Line of cre	975	975		975	2,000	48.75%
Vacation Expense		-		-	10,000	0.00%
Board Meetings	-	-	-	-	2,000	0.00%
TOTAL EXPENSES	227,167	473,489	-	473,369	3,107,024	15.24%
Increase in Net Assets	41,605	36,512	272,676	309,308	0	

CAT Cash flow FY22-23

	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23
Beginning bank balance 9-20-22	239,618	208,967	209,136	125,471	142,136	132,886
Revenue						
Portland Housing Bureau 22-23	52,895	85,000	50,000	50,000	50,000	50,000
Oregon Housing & Community Services 21-23	125,000	125,000	125,000	125,000	125,000	125,000
Multnomah County 22-23 CDBG		1,500	1,500	1,500	1,500	1,190
Multnomah County CARES 22-23	33,495	25,307	25,000	16,199		
Portland Water Bureau FY 22-23	2,120	862	1,500	1,500	1,500	1,500
Washington County		25,000				
Events (Gala)					20,000	
Individual Donations/Contributions	3,000	3,000	3,000	10,000	3,000	5,000
Membership Dues	1,250	1,250	1,250	1,250	1,250	1,250
Total Revenues	217,760	266,919	207,250	205,449	202,250	183,940
Expenses						
Personnel (salaries, payroll taxes, benefits)	160,000	160,000	160,000	160,000	160,000	160,000
General operating	20,000	20,000	20,000	20,000	20,000	20,000
Marketing/Communications	1,000	1,000	1,000	1,000	1,000	1,000
Legal fees (LASO/Portland Defender)	5,000	5,000	30,000	7,500		5,000
Tenant emergency assistance (OCF)	10,000	10,000	10,000			
Statewide support for TLC members	10,000	10,000	10,000	10,000	10,000	
Computer Equipment and accessories	2,000	2,000	2,000	2,000		
Upward Technology	4,000	4,000	4,000	4,000	4,000	4,000
Development costs	3,750	3,750	3,750	3,750		
Staff trainings	12,000	1,000	1,000	4,000	4,000	1,000
Telecommunications	2,000	2,000	2,000	2,000	2,000	2,000
Accounting and audit fees			20,000			
Praxis Communications Contract	3,000	3,000	3,000	3,000	3,000	3,000
Communications Contractor	8,160					
Other contract workers	3,500	3,500	3,500	3,500	3,500	3,500
Contract Lobbyist	4,000	4,000	4,000	4,000	4,000	4,000
Program expense - PHB passthru to partners		37,500				
Total Monthly expenses	248,410	266,750	274,250	351,250	211,500	203,500
Ending balance, xx/31/21-22	208,967	209,136	142,136	14,321	132,886	113,326

Mar-23	Apr-23	May-23	Jun-23
113,326	132,576	115,826	99,076
85,000	50,000	50,000	75,605
125,000	125,000	125,000	125,000
1,500	1,500	1,500	517
5,000	5,000	5,000	5,000
1,250	1,250	1,250	1,250
217,750	182,750	182,750	207,372
160,000	160,000	160,000	160,000
20,000	20,000	20,000	20,000
1,000	1,000	1,000	
4,000	4,000	4,000	4,000
1,000	2,000	2,000	2,000
2,000	2,000	2,000	2,000
3,000	3,000	3,000	3,000
3,500	3,500	3,500	3,500
4,000	4,000	4,000	4,000
			37,500
198,500	199,500	199,500	236,000
132,576	115,826	99,076	70,448



CAT Board Minutes
COMMUNITY ALLIANCE OF TENANTS (CAT)
August 22, 2022
6:00 PM - 8:00 PM

Board Members in Attendance: Foster, Alex Rhodes, Jackie McGee, Mae Rogers, Delfina Andrade

Others in Attendance: Ivonne Rivero, Elaine Zevenbergen, Kim McCarty, Jensi Albright, Meaghann Ande, Thuy Phan, Pam Phan, Mia Orange, J Simon

- Approval of June and July 2022 minutes
 - **Motion to approve made by Alex Rhodes, seconded by Mae Rogers, passes unanimously**
- Introductions
 - Darren Golden, Lobbyist – grew up in Portland, worked in the legislature and Urban League, now independent. Will be helping CAT to navigate the 2023 Legislative Session.
 - Pam Pham, Right to the City – Offers training to support organizing work, Democratic Governance System: members across the country. They send staff and members to engage in the development of policy. CAT has started participating in the Trans-local Renter’s Rights Committee to support each other in decommodifying land.
- Review CAT Policy proposal, State and polling results
 - Policy interests: Fair Shot, Renters in Action partnership. We have endorsed the plan that will address inflation, address the specific concerns of tenants in low income housing (no rent increase greater than 3%, long term leases, extend emergency relief), endorse policies in place during the public health emergency are retained, and all with *low barrier* approaches and a focus on racial justice.
 - Employing policy researchers
 - Intend to have a campaign outlined by the end of the month through the end of summer 2023
 - Darren Golden will be working with Ianda Allen on membership training on policy engagement.
 - Working on development of a bill



Notes from Oregon Renters in Action

Affordability

We are telling lawmakers that tenants cannot afford to pay 7% + 8.5 % CPI (or higher) rent increase beginning in 2023. This formula is guaranteed to doom many renter populations to mass rent defaults, displacements, and unnecessary evictions.

We Propose:

- Limiting rent Increases to 1.5 % or 3% and no CPI
- Or no rent Increases during this inflationary period
- A gradient rent payment scale based upon income level
(This can build income and rent payment equity into the system)

Stabilization

1. Extend the State of Emergency definition to include non-weather-related economic conditions such as high inflation, business failures, and job losses
2. Extended Leases 3-5 yrs or until an economic recovery
3. Provide Emergency Rent Assistance
4. Suspend No-Cause Evictions
- *5. Eviction Court Legal Representation

Special provisions for food and utility assistance

Other Policy Info

ORIA presented their policy priorities to the Community Alliance of Tenants Policy Committee and they were adopted. The CAT Policy Committee recommended adoption of this proposal.

CAT is also partnering with The Housing Alliance who is adding other provisions such as Eviction Process Reform including Mandatory Arbitration and Automated Eviction Expungement.

ROC - Renters Organizing for Change is proposing a UBI (universal basic income) of \$500/m for low-income persons in need. **

Other policies we will support when presented to us.

- Mortgage Interest Deduction
- More money for housing development
- More money for attorneys
- More money for emergency rental assistance
- Kicker Reform
- Vacancy Tax



community alliance of tenants

- Lodging Tax

- **Policy Framework to be adopted:**
 - **Alex Rhodes moves to adopt, seconded by Mae Rogers, passes unanimously**
- National Tenant Bill of Rights: [link](#) to the details.
 - Homes Guarantee: LEGISLATIVE ACTIONS
 - Universal Rent Control
 - Good Cause Eviction
 - Right to Lease Renewal
 - Right to Truly Affordable Housing
 - Utility Control
 - Right to High Quality and Accessible Housing
 - Tenants' Right to Organize and Legal Enforcement Rights
 - Federal Office of Tenant Rights
 - Right to Disclosure/National Landlord Registry
 - People's Action does not see a win scenario besides getting the message out. A Tenant Bill of Rights that it is only in name – how do we support each other and coordinate to make wins at the federal level.
 - **Vote to endorse: motion made by Mae Rogers, seconded by Jackie Magee, passes unanimously.**
- Reform of City of Portland Commission Government
 - Ballot Initiative: work has gone on for many months that will change the governance structure of the city from 5 representatives to 12, using a ranking system. This will create an avenue for more tenants to engage in this leadership commission. They are seeking our endorsement. Policy committee recommends that we endorse this campaign.
 - **Vote to endorse: motion made by Alex Rhodes, seconded by Mae Rogers, passes unanimously.**
- BREAK
- Preparation for Annual Meeting and Board Elections
 - October 15th Member Meeting 11 am-3 pm
 - Board Elections, bring on any candidates in the pipeline. Anyone who hasn't been verified by the membership in the last two years.
 - Virtual vs. in person – all events moving forward will need to be at least partially virtual. Options:
 - Regional gatherings, put together by Organizers, used as a recruitment tool for the cohort project
 - How do we measure the membership interest in this? At least one month out, a communication needs to go out about the meeting.
 - Day-of versus at a later date? It would be very taxing to have it the same day as the actual meeting.



community alliance of tenants

- Better engagement and more representation when we have the meeting virtually.
 - Ivonne and Delfina, please think about engagement in the Spanish speaking community. Need more advance on materials for translation.
 - Individual gatherings separate but create access to food. Plugged at the member meeting.
 - Board Engagement is critical for this project.
 - Staff reports
 - Development and C4
 - Development plan coming together with a detailed grants plan.
 - C4 in need of board members – Pam shared that RTTC could be a great partner on this work.
 - C4 fundraiser with Senator Jama on September 18th at 1 pm
 - Cohort Development
 - Dung and Jensi developed a structure for the Organizers to use to train and engage member cohorts.
 - The money came through OHCS for membership development across the state – regional engagement is crucial for this.
 - Trainings are being developed and scheduled
 - Jensi noted that she has been working with tenant got approved but LL never got the money, kept calling back and now being told that their information not in the system of OREAP
 - Finance and HR
 - Hiring is underway for the Membership Support Specialist and Southern Oregon Bilingual Organizer.
 - Having to be creative about recruitment
 - Re-establishing our presence in Central and Southern Oregon
 - Finances
 - Income Statement:
 - July Income has been adequate
 - Need a strategy for distributing funds from Oregon Consumer Justice
 - Much more even cash flow in this fiscal year than last
 - Personnel costs remain our highest expense, Contract expenses will be tapering off, bill pay catch up in July.
 - Expenses are a little higher than revenues, which is to be expected this early in the fiscal year.



- Cash Flow:
 - Relatively evenly distributed, lower than we would like right this second, but finalizing the PHB invoicing from 2021/2022 fiscal year. OHCS advance to carry us through the early part of the year.
 - Education department is doing outstanding work:
 - Live tabling events
 - TPT Talks Events and referrals
 - Advocacy and Communications
 - Website Development
 - Arbitration
 - End of tenant protections
 - Announcement of rent increase cap
 - Union bargaining is ongoing
- Meeting Adjourned at 8:00

Mae has someone that can help with people that have language barriers.

Resources shared in the chat.

<https://ppls.ac/rentcontrol>

<https://drive.google.com/file/d/10lvE3uQQTVIjuyCIQYfERZ3JZCHfFTgf/view>

Article about Sky Without Limits Cooperative:

<https://www.google.com/search?q=Sky+Without+Limites+cooperative&oq=Sky+Without+Limites+cooperative&aqs=chrome..69i57j0i13j0i390i2.7969j0j7&sourceid=chrome&ie=UTF-8>

Pam PHan shared video that the residents made about their campaign and coop: <https://vimeo.com/433856991>

<https://portlandunitedforchange.com/>

Marion County Organizer <https://oregoncat.bamboohr.com/jobs/view.php?id=78&source=other>