

**Portland Children's Levy**  
**Allocation Committee Meeting Minutes**  
**October 12, 2022, 3:00 p.m.**  
**Location: City council Chambers – hybrid via Zoom**

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*The full record of the meeting may be viewed on the Portland Children's Investment Fund website: [www.portlandchildrenslevy.org](http://www.portlandchildrenslevy.org) or YouTube at: [https://www.youtube.com/watch?v=r0j-8-\\_P4Y0](https://www.youtube.com/watch?v=r0j-8-_P4Y0)*

*For further detail, all are invited to reference the meeting video on YouTube, linked above.*

*All presentation slides are appended to these minutes.*

**Attending:** Mitch Hornecker, Jessica Vega Pederson, Felicia Tripp, Dan Ryan (Chair); absent Traci Rossi.

**Welcome/introduction of Allocation Committee and Children's Levy staff**

**Minutes of June 14, 2022, meeting – approved without revision**

Public Comment on non-agenda items - none

Grantee Partner Reflections

Staff from grantee partners joined the meeting to provide reflections on service delivery in the after-school program area.

**Ernie Guerrero** from **Open School** presented.

**David Contreras Machado** from **Latino Network**, Conexiones/Escalera program presented.

**Molly Last Name?** and **Pau Tong** from **IRCO INSPIRE** program presented.

Financial Update

**Lisa Pellegrino** presented an update on the financial situation at the Children's Levy.

**Grant Spending to Date:** Grant spending for FY 2021-22, the second of 3 grant years, was 85% of budget. In FY 2020-21, grant spending was 84% of budget. Before the pandemic, grant spending was typically at least 95% of budget. The unpredictability of program delivery during the pandemic and the difficulty hiring staff in the current labor market significantly impacted many programs and led to underspending for large grants. Small grantees spent 98% of budget in 2021-22.

**Grants that Ended Before 3-Year Term:** As of the June 2022 Committee meeting, The Contingent elected to discontinue its foster care grant due to a lack of referrals from DHS and a

lack of demand for planned services. Since then, four more grants have been discontinued by mutual agreement:

- **Volunteers of America, Gateway Center Childcare Services:** services to domestic violence victims have continued to be delivered mostly virtually, eliminating the need for in-person childcare at the center. The grant ended in July 2022.
- **Latino Network, Foster Care Program:** the grantee was not able to secure enough referrals from DHS for Latino youth in foster care to continue operating the program. The grant ended in September 2022.
- **Impact NW, Parent/Child Therapeutic Services:** the grantee has experienced ongoing staffing issues and has elected to downsize the program and support it with other funding. The grant ended in September 2022.
- **Human Solutions/Our Just Future, Afterschool Program at Homeless Family Shelter:** the ongoing pandemic impacted the ability to both offer and get youth to attend group programming (constrained spaces, distancing protocol, illness of children/families/staff) at the shelter site. The grantee also had ongoing difficulty staffing the program. The grant ended in September 2022.

**Funds Available for Renewal Grants:** Current large grants terminate on June 30, 2023. PCL has typically offered 2-year renewal grants for programs that wish to continue service delivery, assuming performance to date is acceptable. The Committee will review program performance data and available funding to make large grant renewal recommendations to City Council in Spring 2023.

Staff projects there will be sufficient revenues to renew current grants at a similar level of funding, possibly with COLAs based on the facts and assumptions listed below:

- Lower rates of spending in the first two years for large grants
- Termination of 5 grants before the full balance was spent
- Assumption that current grants spend 95% of budgeted funds in 2022-23
- January 2022 revenue projections for 2024-25 and 2025-26

We will have updated revenue projections in January 2023 and will provide updated figures on funds available for renewal grants then.

Funding the second year of 2-year renewal grants will depend on voter renewal of the Levy before the current Levy ends on June 30, 2024.

#### Community Council Formation Update

**Racheal Nakhbala** presented an update on the Community Council formation.

PCL hired Racheal Nakhabela as its first Community Engagement Coordinator. Racheal started on August 9<sup>th</sup>. As a first-generation American born and raised in Portland, Racheal has lived experience and understanding of diverse communities and cultures. She became involved with various organizations at a young age and was exposed to the power of community-based advocacy. Combining her passion for advocacy and healthcare, she earned a bachelor's degree in public health from Oregon State University and a certificate in public health epidemiology from Johns Hopkins University. She worked at IRCO for 4 years as a case manager and Civic and Community Engagement Coordinator. Racheal has been active and vocal at many roundtables advocating for healthier, culturally specific food options for school-aged children, COVID-19 vaccine awareness, addressing racism as a public health issue, and focusing on social and individual determinants that impact newly resettled immigrants and refugees. Racheal continues to champion communities of color and looks forward to bringing deeper community engagement to the Levy.

Racheal re-launched recruitment for the Community Council in September. She worked with the City Office of Community and Civic Life to refine the application used in Spring 2022. PCL has 6 remaining Council seats to fill, with a focus on qualifications and experience in the following areas: Children with Disabilities, LGBT2SQIA+ youth, Foster Care & Human Services, Early Childhood Programs, After school programs, and residents of East or North Portland. The application opened on September 16, and applications are due October 31, 2022.

Staff outreach to local community partners and stakeholders is geared toward specific needs for the remaining seats. Outreach has occurred through PCL e-newsletter on MailChimp to over 700 contacts, on PCL social media, and through direct emails, phone calls, and/or in-person visits with community-based organizations serving focus populations (and not funded by PCL), Department of Human Services Foster Care contacts, Portland Parks & Rec community center contacts, and faith communities. PCL hosted an applicant information session on October 5<sup>th</sup> and has upcoming sessions on October 19<sup>th</sup> and 25<sup>th</sup>.

During October and November, staff is meeting individually with the 7 appointed Council members. Meetings will focus on relationship-building between Council members and staff, gathering input from members on their schedule considerations and accommodations needs for future council meetings, and checking in on other orientation details like City-required training and stipends.

Staff will also reconvene the ad-hoc workgroup to review Council applications and recommend applicants to serve on Council. Staff will use the same review and recommendation process as used in the spring. So far, 2 of the 3 community partners have recommitted to serving on the workgroup. If the 3<sup>rd</sup> member is not available, a PCL staff will serve on the workgroup. Staff will meet individually with Allocation Committee members in early December to share ad-hoc workgroup recommendations and prepare Committee members to decide on remaining Council appointments during their December meeting.

## 2022 Community Report

**Yuxing Zheng** presented the Community Report.

Each year, PCL publishes a report that provides information on how Levy funds were used, the demographics of program participants, and highlights several programs funded by the Levy. The Levy typically publishes this report in April using data from the previous fiscal year. The report was delayed in 2022 due to a 6-month vacancy in the Communications Director position. The 2022 report was published on the Levy website in August, and the Communications Director will provide a brief presentation on the report at the October meeting. The data in the report was presented to the Allocation Committee in March 2022; the data presentation and appendix were posted on the Levy website after the March meeting.

**Next meeting is December 14, 2022. Location is TBD.**

Adjourned 4:40 pm.