



**Public Works Department**

555 Liberty Street SE / Room 325 • Salem OR 97301-3513 • Phone 503-588-6211 • Fax 503-588-6025

**Food and Sundries to the Homeless Community Task  
Force Meeting  
February 21, 2019  
Public Works Department, Room 325**

**Members Present**

Ashley Hamilton, ARCHES Project, MWVCC  
Becky George, Recreation Services Supervisor  
Dan Clem, Union Gospel Mission  
Gretchen Bennett, City Manager’s Office  
Jackie Driscoll Kelly, Salem New Beginnings  
Jennifer Kellar, Parks & Recreation Services Manager  
Josh Lair, Be Bold Street Ministries  
Sergeant Kevin Hill, Salem Police Department  
Kevin Hogan, River Church  
Sheri Wahrgren, Salem Urban Development Director  
Lorrie Walker, Advocate  
Micki Varney, Salem Parks & Recreation Advisory Board  
Sarah Owens, CAN-DO Neighborhood Association

**Staff Present**

Mark Becktel, AICP, Public Works Operations Manager  
Judy Postier, Public Works Executive Assistant

**Consultant**

Libby Barg Bakke, Barney & Worth

1. **Call to Order and Introductions:** – Called to Order at 6:05 p.m. Mark Becktel welcomed everyone and started introductions of Members, Staff and Consultant.

2. **Discussion Items:**

a. **Task Force Overview**

- The focus of what we are trying to achieve. Where and how to feed the homeless and meet their needs. We are not here to solve all the issues of the homeless population. What are the negative impacts and what are the solutions to success.
- Possible four meetings: First meeting will cover success factors. The second meeting will explore solutions Third meeting to continue with solutions starting to prioritize, review and recommendations. If a fourth meeting is needed, it will then cover the review and recommendation.
- Rules governing, City of Salem adopted policies regarding parks. Federal laws broad, City Ordinances more narrowed laws.
- Permits versus non-permits. Park permits are required for larger groups. Permit process is for use of space. Allows the City to

**Transportation and Utility Operations**

1410 20<sup>th</sup> Street SE / Building 2  
Salem OR 97302-1209  
Phone 503-588-6063  
Fax 503-588-6480

**Parks Operations**

1460 20<sup>th</sup> Street SE / Building 14  
Salem OR 97302-1209  
Phone 503-588-6336  
Fax 503-588-6305

**Willow Lake Water Pollution Control Facility**

5915 Windsor Island Road N  
Keizer OR 97303-6179  
Phone 503-588-6380  
Fax 503-588-6387

regulate use of the parks and manage the space such as garbage, security.

- Marion County Environmental Health requires license for Benevolent Food Distribution. If prepackage food no food handlers license. If it's prepared cooked food, MCEH requires food handler's license. City does not administer, the County does.
- Dan Sheets has been facilitator of the meals that have been served to for the past several years. Concern that Dan is not on the Task Force. **[Dan was subsequently appointed by the City Manager on 2/22/2019]**
- Vision of parks by each group participating such as police looking at safety and security of parks, issue resolution.
- The Facilitator's Meeting Feedback Summary is attached to the Minutes for reference.

**b. Common Goals:**

- Direction including treatment homeless as people,
- Meeting the needs of the homeless population as well as the process of feeding leads to people getting help such as housing
- Considerations for providing services, the: who, what and how.
- Minimize impacts to Park system and effective use of resources
- Identify clear expectations of all parties' involved as well as short term and intermediate term options that are repeatable and sustainable.

**c. What Other Communities Do:**

- Mark did research on the internet, trying to find a model that meets all of these criteria.
- Local governments tend to focus on affordable housing and directing the homeless community to resources/social services such as mental health. Most governments has given the task of feeding over to the non-profit resources, corporations and other government departments.
- Most city governments don't do community pantries or feeding the homeless populations. If any task force members or guests know of any city governments that do provide feeding let staff know so it can be researched. Boise, Idaho, was suggested to look at. Klamath Falls, Oregon, was another option to be looked at.
- Looking at short and long term options. Should we develop a long range, comprehensive strategy?
- Do we have a map of current food distribution locations or can we get one?

**d. Success Factors:**

- Worksheet passed to task force and discussion
- Solutions that allow for food distribution in the parks
- Minimize the impact to our parks and resources.

- Process in place for sustainability.
- Developing a way to monitoring rules and regulation of parks and sites other non-parks sites.
- Reducing and discouraging inappropriate behaviors.
- Food security (is that part of the Council Policies?)
- City wide food distribution locations.
- Goal could be more indoor facilities, they don't have to be City facilities. (All public property sites must comply with Marion County Environmental Health.- Privates sites still are regulated by Marion County but that is the responsibility of that site.)
- Multiple sites with accountability. A site that is multi-purpose.
- Time and durations – short and long term.
- The sharing of information between sites what works well and doesn't. All stake folders. Collaboration. Communication.
- Monitored and enforced rules with oversight, who? Including a clearance process.
- Planning and data tracking system.
- Involvement of community services such as mental health, public health and working with these services.
- Keeping camping completely separate from food distribution sites.
- Educational component.
- Signage.

### 3. **Public Comment:**

- Downtown specific site.
- Treat like humans. Families with children, single, all walks of life.
- Keep area open available to all homeless.
- Lighting adding to security, pavement make more sanitary.
- Area for those with pets.

4. **Adjournment:** Task Force adjournment at 7:55 p.m. Next Meeting: February 28<sup>th</sup> at 6:00pm.  
Including public comment..

# Food and Sundries Distribution to the Homeless Community Task Force

## Meeting #1—February 21, 2019

### Feedback Summary

#### What are we trying to achieve?

- ✓ Treat homeless as people
- ✓ Do what we can to meet the needs of the homeless
- ✓ Consider all options for providing services--indoors and outdoors / public and private
- ✓ Minimize impacts so parks can be used for their intended purposes
- ✓ Work toward outdoor meals being coordinated as part of a continuum of service that leads to people getting help and housing
- ✓ Efficiently use resources
- ✓ Develop a structured program with clear expectations of roles / responsibilities for all parties
- ✓ Have short-intermediate-long term strategies that are repeatable and sustainable

#### What are the negative impacts?

- Reduced use of parks by other park users
- Loss of livability in neighborhoods and downtown
- Fear and safety concerns
- Public health concerns
- Garbage / trash
- Illegal activity
- Camping where feeding occurs
- Gatherings before and after meals

#### What are the solution success factors?

##### Physical features

- Covered area
- Enough space to provide service, but have a minimum footprint
- Available
- Safe for all users
- Healthy for volunteers and homeless
- Accessible for all—men, women, children

##### Disbursement methods

- Accessible only during permitted time
- Controlled site and environment
- “No Camping” enforced
- Not at the same time / location every day

##### Management

- Permit required for any public space, regardless if a space rental is needed
- Known times and locations—predictable
- Events are controlled and monitored by volunteer organizations
- An education effort informs volunteer groups
- People not following the rules face enforcement measures
- County public health requirements are enforced
- Person assigned to manage permit and education program

##### Support Facilities

- Proximity to bathrooms
- Handwashing stations
- Space for tables
- Garbage cans
- Lighting
- Accommodate pets