



Relocation of HHS programs to 39 Forest Avenue



Health & Human Services & Public Safety Committee

4/13/2021

Outlined in this Presentation:

- List of programs from the Health & Human Services department
- Description of the Forest Avenue building and layout
- Layout of HHS programs within Forest Avenue building
- Description of operations
- Anticipated timeline
- Financial comparison

COLOCATION OF KEY PROGRAMS

HEALTH & HUMAN SERVICES
ADMINISTRATION

HR AND FINANCIAL TEAMS FOR
BOTH DIVISIONS

PUBLIC HEALTH DIVISION

SOCIAL SERVICES DIVISION

Public Health

Portland Community Free Clinic

- Schedule: Monday - Thursday 9:00am - 9:00pm, Friday 9:00am-12:00pm
- Current Location: India Street Public Health Center*

STD/HIV Clinic

- Schedule: By appointment only, Tuesday and Thursday from 10:30am-5:30pm (w/ flexibility to meet patient need)
- Current Location: India Street Public Health Center

Minority Health Program

- Schedule: Sunday- Saturday, 7:00am-8:00pm (dictated by community need)
- Current Location: Reiche Public Health Station

Maternal and Child Health

- Schedule: Monday-Friday 8:00am-5:00pm
- Current Location: Reiche Public Health Station

Tobacco & Lead Poisoning Prevention

- Schedule: Monday - Friday 8:00am-4:00pm
- Current location: City Hall

Healthy Eating Active Living (HEAL)

- Schedule: Monday - Friday 8:00am-4:00pm
- Current location: India Street Public Health Center

Substance Use Prevention & Harm

Reduction Services

- Schedule: Monday - Friday 9:00am-5:00pm
- Current location: India Street Public Health Center

Research & Evaluation Program (REP)

- Schedule: Monday-Friday 8:00am-4:00pm
- Current location: Cummings Center

Public Health Administration

- Current location: City Hall

Social Services

General Assistance

- Schedule Sunday-Saturday 7:30am-4:30pm

Workfare

- Schedule Monday-Friday 7:30am-4:00pm

HIRE

- Schedule Monday-Friday 7:30am-4:00pm

Representative Payee Program

- Schedule Monday-Friday 8:00am-4:30pm

Housing Navigation

- Schedule Monday-Friday 8:00am-4:30pm

Housing Retention

- Schedule Monday-Friday 8:00am-4:30pm

Social Services Administration

- Schedule Monday-Friday 8:00am-4:30pm

Fiscal

- Schedule Monday-Friday 8:00am-4:30pm

Security

- Schedule Monday-Friday 7:15am-4:15pm

Maintenance

- Schedule Monday-Friday (5 AM-2 PM) (3-11 PM)

Note all current services are located at 196 Lancaster Street

Social Services Division Program Additions

Prevention and Diversion

Number of staff 8

Schedule Sunday-Saturday 12:00pm -8:00pm

The Additional space will allow for the Social Services Division to create a Prevention and Diversion Program modeled after the Pine Street Inn Front Door Triage Program.

- Staff would have the ability to connect with individuals before they enter emergency shelter and homelessness.
- This opportunity for a critical intervention to try and build on natural supports to eliminate the need to enter the Emergency Shelter system.
- Staff would have the ability to seek alternate resources:
 - Connect with landlords to mediate evictions.
 - Enroll individuals in prevention case management services.

Issues at Current Locations

The co-location of the staff from the four current locations includes two currently leased spaces.

The India Street Clinic and General Assistance office have become increasingly cramped with numerous facility issues.

India Street Public Health Center

The condition of the building the public health division leases at 103 India Street has become increasingly dire with multiple systems failures that have impacted clinic operations:

- The closure of clinic operations for 10 days in November last year due to a water main break;
- A 12-hour power outage that same month which jeopardized vaccine in cold storage;
- Security issues with doors that do not adequately lock; and lack of a secondary egress from the building or dedicated staff entrance.

Social Services Division

Deficiencies in Social Services Division's facilities at 196 Lancaster Street are able to negatively impact daily operations.

- The layout is confusing for clients and community partners to navigate and often results in visitors getting lost.
- Poor ventilation means temperatures range between extremes as you navigate the space.
- In late 2019, a heavy rainstorm pushed headache-causing fumes up from beneath the floor that took weeks to mitigate. Both the ongoing temperature issues and the fumes have displaced staff from their workspaces.
- Other semi-regular problems include plumbing, electrical and vermin; bathrooms out of order and outlets not working.

Description of Forest Avenue space

Location

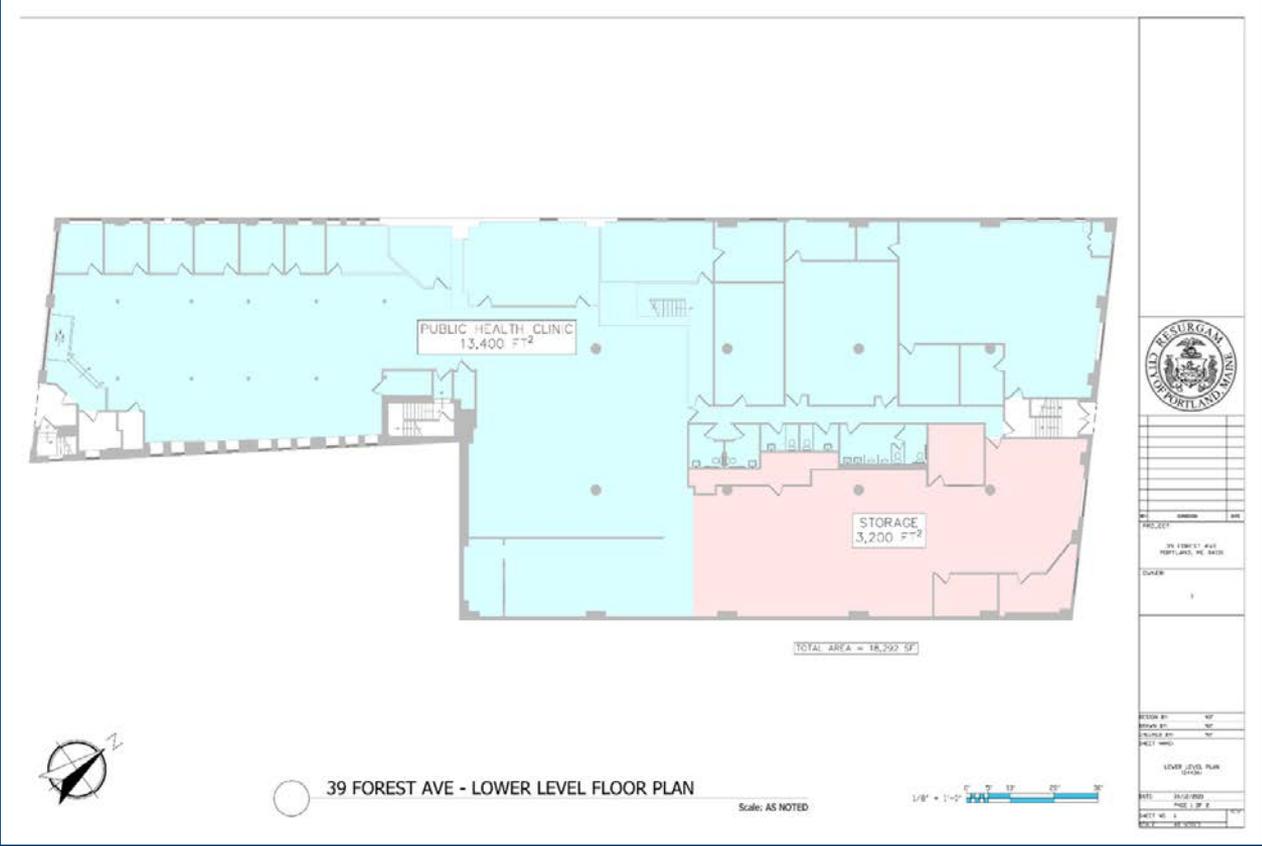
39 Forest Avenue: the building spans the width of the block with entrances at 39 Forest Avenue and 100 Oak Street.

Square footage/layout

The space is large enough to comfortably accommodate both Divisions' staff and the members of the public they serve.

- 37,000 square feet.
- The large, flexible space inside the conference and training rooms will allow for expansion of existing offerings and creative opportunity for development of new services.
- The Divisions will each occupy one floor with Public Health clinical services on the first floor and Social Services, Administration and the Fiscal team on the second floor.

Description of Forest Avenue space



Description of Forest Avenue space

Accessibility

Ramps at the Forest Avenue entrance and inside the building provide accommodation for people who use wheelchairs and other mobility devices.

- Once inside the space at 39 Forest Avenue there is sufficient room to accommodate those using wheelchairs and other mobility devices.
 - The current space inside 103 India Street, particularly for those who access the Needle Exchange Program, is very narrow and limited, and requires entering multiple doors.
- The centralized location of the building on the peninsula will place the office between Congress Street and Cumberland Avenue, granting access to major bus lines.

Description of Forest Avenue space

Parking

- The location provides parking for up to 10 vehicles including two handicapped spaces.
- Metered spaces are along Forest Ave.
- Staff parking will be in the Spring Street garage.

Hours of operation

- Various programs operate on differing schedules, but some programs are anticipated to operate 7 days per week between 8am and 7pm.
- There will be no overnight accommodations in the building.

Security

- The security staff will monitor both the internal and external space associated with the new location.
- In addition to the outside grounds being monitored, we will have a telephone line in place for neighbors to report concerns, in line with our Good Neighbor practices at other HHS locations.

Benefits of Co-location of HHS programs

- Improved client access to services - Social Services and Public Health programs often “share” clients or see the same clients for different services, but don’t always realize it. Co-locating our programs would improve our ability as a department to provide low-barrier services to clients “under one roof.”
- Strategic planning and collaboration - Co-locating services will naturally allow for programs to interact with one another in a way that are presently challenging. The potential to meet the vital health & human services needs of Portlanders will be improved through greater integration.
- Opportunities for program expansion - In both the Social Services and Public Health divisions, space constraints at current locations limits the opportunity to planfully expand programs to meet community needs.
- Improved health equity - At a time of increased recognition of the need to reduce health disparities as a means to achieve health equity for all, the co-location of HHS programs will serve to improve services for vulnerable populations. By physically locating the Resettlement Coordinator alongside the Minority Health Program, Portland will be taking a step forward in meeting the ‘culturally and linguistically appropriate services’ (CLAS) standards to produce improved standards to the New Mainer population.

Anticipated Timeline

June 1, 2021

- 2021- Begin renovations to upper floor so GA can be prepared to be fully operational at that location on July 1, 2021.
- Renovations to this floor primarily are putting security doors in place and addressing Facilities concerns around ADA compliance in the restrooms. We will additionally need internet and phone access in place.

July 1, 2021

- GA fully operational out of Forest Ave location

July 2021

- Move HHS staff from City Hall and Reiche to Forest Ave.

July - October 2021

- Clinic renovations.

By November 1, 2021

- Move clinic operations to Forest Ave

Cost Comparison

India Street (6,122 sf @ \$11.33 psf)	\$69,362
Lancaster Street (10,217 sf @ \$14.69 psf + \$24,326 common area maintenance)	\$174,414
Estimated Cost of Diversion Space (1,300 sf @ \$13 psf)	\$36,400
TOTAL CURRENT RENT	\$280,176
39 FOREST BUILDING RENT (37,000 sf @ \$7.50 PSF)	\$277,500