

**MEMORANDUM OF UNDERSTANDING
BETWEEN
COUNTY OF HUMBOLDT
AND
CITY OF EUREKA
FOR FISCAL YEAR 2018-2019**

This Memorandum of Understanding ("MOU"), entered into this 2 day of October, 2018, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and the City of Eureka, a municipal corporation, hereinafter referred to as "CITY," is made upon the following considerations:

WHEREAS, California Government Code Section 26227 provides that the board of supervisors of any county may appropriate and expend money from the county's general fund to finance programs deemed to be necessary to meet the social needs of the population of the county, including, but not limited to, the areas of health, law enforcement and public safety; and

WHEREAS, COUNTY placed a one-half (.5) cent local sales and use tax measure, known as "Measure Z," on the November 2014 ballot to maintain and improve essential services; and

WHEREAS, Measure Z was passed by the voters of Humboldt County on November 4, 2014 and became operative on April 1, 2015; and

WHEREAS, due to the passage of Measure Z, COUNTY has additional funding to maintain and improve essential services, including, without limitation: law enforcement services; emergency response services; illegal marijuana cultivation enforcement and prevention; child abuse enforcement and prevention; crime investigation and prosecution; substance abuse rehabilitation; mental health treatment; rural fire protection, road repairs; and other necessary services relating to the areas of health, law enforcement and public safety; and

WHEREAS, agencies within the County were invited to submit applications for Measure Z funding to address needs in their jurisdictions in the areas of health, law enforcement and public safety; and

WHEREAS, COUNTY created a nine (9) member Citizens Advisory Committee to review Measure Z funding applications and make recommendations to the Humboldt County Board of Supervisors; and

WHEREAS, on February 16, 2018, CITY submitted a Measure Z application, which is attached hereto as Exhibit A – Application for Measure Z Funding – and incorporated herein by reference, to the Citizens' Advisory Committee requesting an allocation in the amount of Six Hundred and Twenty-Three Thousand Eight Hundred Fifteen Dollars (\$623,815.00) for the purpose of paying the costs and expenses associated with: employing one (1) full-time equivalent Police Officer assigned to the Mobile Intervention Support Team, one (1) part-time Reserve Officer, one (1) full-time equivalent sworn Waterfront Parks Ranger, one full-time equivalent non-sworn Waterfront Parks Ranger, one (1) part-time Homeless Services Program Manager and one (1) part-time Homeless Services Liaison; purchasing law enforcement-related equipment; and facilitating the provision of homeless support services by the Humboldt County Department of Health and Human Services; and

WHEREAS, on June 26, 2018, the Humboldt County Board of Supervisors approved the Measure Z application submitted by CITY in the amount of Five Hundred Twelve Thousand Eight Hundred Forty Dollars (\$512,840.00) through June 30, 2019; and

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WHEREAS, COUNTY and CITY desire to enter into an agreement which sets forth each party's rights and responsibilities regarding the expenditure of Measure Z funds allocated to CITY.

NOW THEREFORE, in consideration of the foregoing, and of the mutual promises contained herein, the parties hereto agree as follows:

1. COUNTY OBLIGATIONS:

- A. Payment for Law Enforcement Services. COUNTY will provide CITY with an amount not to exceed Two Hundred Eighty Thousand Two Hundred Dollars (\$280,200.00) for the purpose of paying the costs and expenses associated with employing one (1) full-time equivalent Police Officer assigned to the Humboldt County Mobile Intervention Support Team, one (1) part-time Reserve Officer, one (1) full-time equivalent sworn Waterfront Parks Ranger, one (1) part-time Homeless Services Program Manager and one (1) part-time Homeless Services Liaison.
- B. Payment for Homeless Support Services. COUNTY will directly pay vendors for the costs and expenses associated with the provision of homeless support services, including, without limitation, housing, detoxification and residential treatment services, in an amount not to exceed Two Hundred Thirty-Two Thousand Six Hundred Forty Dollars (\$232,640.00).

2. CITY OBLIGATIONS:

- A. Law Enforcement Services. CITY shall employ one (1) full-time equivalent Police Officer assigned to the Humboldt County Mobile Intervention Support Team, one (1) part-time Reserve Officer, one (1) full-time equivalent sworn Waterfront Parks Ranger, one (1) part-time Homeless Services Program Manager and one (1) part-time Homeless Services Liaison in order to reduce homelessness within the City of Eureka. CITY shall provide the above-referenced employees with any and all training needed to provide the law enforcement services required hereunder.
- B. Quarterly and Final Reports. CITY will provide quarterly and final reports to COUNTY as set forth in Exhibit B – Quarterly and Final Summary Reports – which is attached hereto and incorporated herein by reference. Any and all quarterly and final reports required hereunder shall be prepared using COUNTY's standard Measure Z report form, which is attached hereto as Exhibit C – Quarterly and Final Report Form – and incorporated herein by reference.
- C. Social Media. CITY will post summaries of the information contained in the quarterly and final reports submitted pursuant to the terms and conditions of this MOU on CITY-maintained social media accounts as set forth in Exhibit D – Social Media Reporting Requirements – which is attached hereto and incorporated herein by reference. For purposes of this MOU, social media includes, but is not limited to, Facebook, Twitter, Instagram and Snapchat.
- D. Recognition of Measure Z Funding. CITY will cooperate with COUNTY efforts to recognize Measure Z funding. Such recognition may take the form of press releases, photos and adhesives to equipment.

3. TERM:

This MOU shall begin on July 1, 2018 and shall remain in full force and effect until June 30, 2019, unless sooner terminated as provided herein.

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4. TERMINATION:

- A. Breach of Contract. If, in the opinion of COUNTY, after consultation with CITY, CITY fails to adequately fulfill its obligations hereunder within the time limits specified herein, or otherwise fails to comply with the terms of this MOU, or violates any ordinance, regulation or law applicable to its performance herein, COUNTY may terminate this MOU immediately after providing notice to CITY in accordance with the notice provisions set forth herein.
- B. Without Cause. COUNTY may terminate this MOU without cause after providing thirty (30) days advance written notice to CITY in accordance with the notice provisions set forth herein. Such notice shall state the effective date of the termination.
- C. Insufficient Funding. COUNTY's obligations under this MOU are contingent upon the availability of local funding resulting from the sales and use tax established by Measure Z. In the event such funding is reduced or eliminated, COUNTY shall, at its sole discretion, determine whether this MOU shall be terminated. COUNTY shall provide CITY seven (7) days advance written notice, in accordance with the notice provisions set forth herein, of its intent to terminate this MOU due to insufficient funding.
- D. Compensation Upon Termination. In the event this MOU is terminated, CITY shall be entitled to compensation for uncompensated costs and expenses incurred pursuant to the terms and conditions of this MOU through and including the effective date of such termination. However, this provision shall not limit or reduce any damages owed to COUNTY due to a breach of this MOU by CITY.

5. COMPENSATION:

- A. Maximum Amount Payable. The maximum amount payable by COUNTY for the costs and expenses incurred pursuant to the terms and conditions of this MOU is Five Hundred Twelve Thousand Eight Hundred Forty Dollars (\$512,840.00). CITY agrees to perform all of its obligations hereunder for an amount not to exceed such maximum dollar amount. However, if the allocation of local funding resulting from the sales and use tax established by Measure Z is reduced or eliminated, COUNTY may, by amendment, reduce the maximum amount payable hereunder, or terminate this MOU as provided herein.
- B. Schedule of Rates. CITY shall set forth the specific rates and costs applicable to this MOU using COUNTY's standard Measure Z budget form, which is attached hereto as Exhibit E – Schedule of Rates – and incorporated herein by reference.
- C. Additional Costs and Expenses. Any additional costs and expenses not otherwise provided for herein shall not be incurred by CITY, or compensated by COUNTY, without written authorization by COUNTY. All unauthorized costs and expenses incurred above the maximum payable amount set forth herein shall be the responsibility of CITY. CITY shall notify COUNTY, in writing, at least six (6) weeks prior to the date upon which CITY estimates that the maximum payable amount will be reached. Nothing herein shall be construed to prohibit CITY from obtaining funding from other sources to perform the law enforcement and homeless support services covered by this MOU.

6. PAYMENT:

CITY shall submit to COUNTY quarterly invoices itemizing all costs and expenses incurred pursuant to the terms and conditions of this MOU. Invoices shall be in the format set forth in Exhibit F – Measure Z Invoice Form – which is attached hereto and incorporated herein by reference. CITY shall

submit a final undisputed invoice for payment within thirty (30) days following the expiration or termination date of this MOU. Payment for the costs and expenses incurred pursuant to the terms and conditions of this MOU will be made within thirty (30) days after the receipt of approved invoices. All invoices submitted by CITY shall be sent to COUNTY at the following address:

COUNTY: Humboldt County Administrative Office
Attention: Elishia Hayes, Senior Administrative Analyst
825 Fifth Street, Room 112
Eureka, California 95501

7. NOTICES:

Any and all notices required to be given pursuant to the terms of this MOU shall be in writing and either served personally or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

COUNTY: Humboldt County Administrative Office
Attention: Amy S. Nilsen, County Administrative Officer
825 Fifth Street, Room 112
Eureka, California 95501

CITY: City of Eureka
Attention: Greg Sparks, City Manager
531 K Street, Suite 208
Eureka, California 95501

8. RECORD RETENTION AND INSPECTION:

A. Maintenance and Preservation of Records. CITY agrees to timely prepare accurate and complete financial, performance and payroll records, documents and other evidence relating to the costs and expenses incurred pursuant to the terms and conditions of this MOU, and to maintain and preserve said records for at least three (3) years from the date of final payment hereunder, except that if any litigation, claim, negotiation, audit or other action is pending, the records shall be retained until completion and resolution of all issues arising therefrom. Such records shall be original entry books with a general ledger itemizing all debits and credits for the costs and expenses incurred pursuant to the terms and conditions of this MOU.

B. Inspection of Records. Pursuant to California Government Code Section 8546.7, all records, documents, conditions and activities of CITY, and its subcontractors, related to the costs and expenses incurred pursuant to the terms and conditions of this MOU, shall be subject to the examination and audit of the California State Auditor and any other duly authorized agents of the State of California for a period of three (3) years after the date of final payment hereunder. CITY hereby agrees to make all such records available during normal business hours to inspection, audit and reproduction by COUNTY and any other duly authorized local, state and/or federal agencies. CITY further agrees to allow interviews of any of its employees who might reasonably have information related to such records by COUNTY and any other duly authorized local, state and/or federal agencies. All examinations and audits conducted hereunder shall be strictly confined to those matters connected with the performance of this MOU, including, but not limited to, the costs of administering this MOU.

C. Audit Costs. In the event of an audit exception or exceptions related to the costs and expenses

incurred pursuant to the terms and conditions of this MOU, the party responsible for not meeting the requirements set forth herein shall be responsible for the deficiency and for the cost of such audit. If the allowable expenditures cannot be determined because CITY's documentation is nonexistent or inadequate, according to generally accepted accounting practices, the questionable cost shall be disallowed by COUNTY.

9. MONITORING:

CITY agrees that COUNTY has the right to monitor all activities related to this MOU, including, without limitation, the right to review and monitor CITY's records, programs or procedures, at any time, as well as CITY's overall performance hereunder, in order to ensure compliance with the terms and conditions of this MOU. However, such monitoring shall not interfere with CITY operations. CITY will cooperate with a corrective action plan, if deficiencies in CITY's records, programs or procedures are identified by COUNTY. COUNTY is not responsible, and will not be held accountable for, overseeing or evaluating the adequacy of CITY's performance hereunder.

10. CONFIDENTIAL INFORMATION:

A. Disclosure of Confidential Information. In the performance of this MOU, each party may receive information that is confidential under local, state or federal law. Each party hereby agrees to protect all confidential information in conformance with any and all applicable local, state and federal laws, regulations, policies, procedures and standards, including, but not limited to: California Welfare and Institutions Code Sections 827, 5328, 10850 and 14100.2; California Health and Safety Code Sections 1280.15 and 1280.18; the California Information Practices Act of 1977; the California Confidentiality of Medical Information Act ("CMIA"); the United States Health Information Technology for Economic and Clinical Health Act ("HITECH Act"); the United States Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and any current and future implementing regulations promulgated thereunder, including, without limitation, the Federal Privacy Regulations contained in Title 45 of the Code of Federal Regulations ("C.F.R.") Parts 160 and 164, the Federal Security Standards contained in 45 C.F.R. Parts 160, 162 and 164 and the Federal Standards for Electronic Transactions contained in 45 C.F.R. Parts 160 and 162, all as may be amended from time to time.

B. Continuing Compliance with Confidentiality Laws. The parties acknowledge that local, state and federal laws, regulations, and standards pertaining to confidentiality, electronic data security and privacy are rapidly evolving and that amendment of this MOU may be required to ensure compliance with such developments. Each party agrees to promptly enter into negotiations concerning an amendment to this MOU embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the CMIA and any other applicable local, state and federal laws, regulations or standards.

11. NON-DISCRIMINATION COMPLIANCE:

A. Professional Services and Employment. In connection with the execution of this MOU, neither party shall unlawfully discriminate in the provision of professional services or against any employee or applicant for employment because of: race; religion or religious creed; color; age (over forty (40) years of age); sex, including, without limitation, gender identity and expression, pregnancy, childbirth and related medical conditions; sexual orientation, including, without limitation, heterosexuality, homosexuality and bisexuality; national origin; ancestry; marital status; medical condition, including, without limitation, cancer and genetic characteristics; mental or physical disability, including, without limitation, HIV status and AIDS; political affiliation; military service; denial of family care leave; or any other classifications protected by

local, state or federal laws or regulations. Nothing herein shall be construed to require employment of unqualified persons.

- B. Compliance with Anti-Discrimination Laws. Each party further assures that it, and its subcontractors, will abide by the applicable provisions of: Title VI and Title VII of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Food Stamp Act of 1977; Title II of the Americans with Disabilities Act of 1990; the California Fair Employment and Housing Act; California Civil Code Sections 51, et seq.; California Government Code Sections 4450, et seq.; California Welfare and Institutions Code Section 10000; Division 21 of the California Department of Social Services Manual of Policies and Procedures; United States Executive Order 11246, as amended and supplemented by United States Executive Order 11375 and 41 C.F.R. Part 60; and any other applicable local, state and/or federal laws and regulations, all as may be amended from time to time. The applicable regulations of the California Fair Employment and Housing Commission implementing California Government Code Section 12990, set forth in Sections 8101, et seq. of Title 2 of the California Code of Regulations are incorporated into this MOU by reference and made a part hereof as if set forth in full.

12. NUCLEAR FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE:

By executing this MOU, CITY certifies that it is not a Nuclear Weapons Contractor, in that CITY is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. CITY agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor as defined above. COUNTY may immediately terminate this MOU if it determines that the foregoing certification is false or if CITY subsequently becomes a Nuclear Weapons Contractor.

13. INDEMNIFICATION:

- A. Mutual Indemnity. Each party hereto shall hold harmless, defend and indemnify the other party and its agents, officers, officials, employees and volunteers from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney fees and other costs of litigation, arising out of, or in connection with, the negligent performance of, or failure to comply with, any of the obligations contained herein, except such loss or damage which was caused by the sole negligence or willful misconduct of the other party, or its agents, officers, officials, employees or volunteers.
- B. Comparative Liability. Notwithstanding anything to the contrary, in the event that both parties are held to be negligently or willfully responsible, each party will bear their proportionate share of liability as determined in any such proceeding. In such cases, each party will bear their own costs and attorney's fees.
- C. Effect of Insurance. Acceptance of the insurance required by this MOU shall not relieve either party from liability under this provision. This provision shall apply to all claims for damages related to the performance of either party's obligations hereunder regardless of whether any insurance is applicable or not. The insurance policy limits set forth herein shall not act as a limitation upon the amount of indemnification or defense to be provided by either party hereunder.

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14. INSURANCE REQUIREMENTS:

This MOU shall not be executed by COUNTY, and CITY is not entitled to any rights hereunder, unless certificates of insurance, or other sufficient proof that the following provisions have been complied with, are filed with the Clerk of the Humboldt County Board of Supervisors.

A. General Insurance Requirements. Without limiting CITY's indemnification obligations provided for herein, CITY shall, and shall require that all subcontractors hereunder, take out and maintain, throughout the entire period of this MOU, and any extended term thereof, the following policies of insurance placed with insurers authorized to do business in the State of California and with a current A.M. Bests rating of no less than A: VII or its equivalent against personal injury, death and property damage which may arise from, or in connection with, CITY's performance hereunder:

1. Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001), in an amount of Two Million Dollars (\$2,000,000.00) per occurrence for any one (1) incident, including, but not limited to, personal injury, death and property damage. If a general aggregate limit is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.
2. Automobile/Motor Liability Insurance with a limit of liability of no less than One Million Dollars (\$1,000,000.00) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles, and be at least as broad as Insurance Service Office Form Code 1 (any auto).
3. Workers' Compensation Insurance, as required by the Labor Code of the State of California, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against COUNTY and its agents, officers, officials, employees and volunteers.
4. Professional Liability Insurance – Error and Omission Coverage including coverage in an amount no less than Two Million Dollars (\$2,000,000.00) for each occurrence (Four Million Dollars (\$4,000,000.00) general aggregate). Said insurance shall be maintained for the statutory period during which CITY may be exposed to liability, and be incorporated into CITY's professional services agreements with any other entities.

B. Special Insurance Requirements. Said policies shall, unless otherwise specified herein, be endorsed with the following provisions:

1. The Comprehensive or Commercial General Liability Policy shall provide that COUNTY and its agents, officers, officials, employees and volunteers, are covered as additional insured for liability arising out of the operations performed by or on behalf of CITY. The coverage shall contain no special limitations on the scope of protection afforded to COUNTY or its agents, officers, officials, employees and volunteers. Said policy shall also contain a provision stating that such coverage:
 - a. Includes contractual liability.
 - b. Does not contain exclusions as to property damage caused by explosion or collapse of structures or underground damage, commonly referred to as "XCU Hazards."
 - c. Is the primary insurance with regard to COUNTY.

- d. Does not contain a pro-rata, excess only and/or escape clause.
 - e. Contains a cross liability, severability of interest or separation of insureds clause.
2. The above-referenced policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to COUNTY in accordance with the notice provisions set forth herein. It is further understood that CITY shall not terminate such coverage until COUNTY receives adequate proof that equal or better insurance has been secured.
 3. The inclusion of more than one (1) insured shall not operate to impair the rights of one (1) insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one (1) insured shall not operate to increase the limits of the insurer's liability.
 4. For claims related to this MOU, CITY's insurance is the primary coverage to COUNTY, and any insurance or self-insurance programs maintained thereby are excess to CITY's insurance and will not be used to contribute therewith.
 5. Any failure to comply with the provisions of this MOU shall not affect the coverage provided to COUNTY or its agents, officers, officials, employees and volunteers.
 6. CITY shall furnish COUNTY with certificates and original endorsements effecting the required coverage prior to execution of this MOU. The endorsements shall be on forms approved by the Humboldt County Risk Manager or County Counsel. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000.00) shall be disclosed to, and approved by, COUNTY. If CITY does not keep all required policies in full force and effect, COUNTY may, in addition to any other available remedies, take out the necessary insurance and deduct the cost of said insurance from the monies owed to CITY under this MOU.
 7. COUNTY is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered, and CITY shall be required to purchase additional coverage to meet the above-referenced aggregate limits.
- C. Insurance Notices. Any and all insurance notices required to be given pursuant to the terms of this MOU shall be sent to the addresses set forth below in accordance with the notice provisions described herein.

COUNTY: County of Humboldt
 Attention: Risk Management
 825 Fifth Street, Room 131
 Eureka, California 95501

CITY: City of Eureka
 Attention: Greg Sparks, City Manager
 531 K Street, Suite 208
 Eureka, California 95501

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15. WAIVER OF DEFAULT:

The waiver by either party of any breach or violation of any requirement of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU. In no event shall any payment by COUNTY constitute a waiver of any breach of this MOU or any default which may then exist on the part of CITY. Nor shall such payment impair or prejudice any remedy available to COUNTY with respect to any breach or default. COUNTY shall have the right to demand repayment of, and CITY shall promptly refund, any funds disbursed to CITY, which COUNTY determines were not expended in accordance with the terms of this MOU.

16. RELATIONSHIP OF PARTIES:

It is understood that this MOU is by and between two (2) independent entities and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture, or any other similar association. Both parties further agree that CITY shall not be entitled to any benefits to which COUNTY employees are entitled, including, but not limited to, overtime, retirement benefits, leave benefits or workers' compensation. CITY shall be solely responsible for the acts or omissions of its agents, officers, employees, assignees and subcontractors.

17. COMPLIANCE WITH APPLICABLE LAWS AND LICENSURE REQUIREMENTS:

Each party hereby agrees to comply with all applicable local, state and federal laws, regulations and standards applicable to its performance hereunder, including, without limitation, the California Public Records Act. Each party further agrees to comply with all applicable local, state and federal licensure and certification requirements.

18. PROVISIONS REQUIRED BY LAW:

This MOU is subject to any additional local, state and federal restrictions, limitations, or conditions that may affect the provisions, terms or funding of this MOU. This MOU shall be read and enforced as though all legally required provisions are included herein, and if for any reason any such provision is not included, or is not correctly stated, the parties agree to amend the pertinent section to make such insertion or correction.

19. REFERENCE TO LAWS AND RULES:

In the event any law, regulation or standard referred to herein is amended during the term of this MOU, the parties agree to comply with the amended provision as of the effective date thereof.

20. SEVERABILITY:

If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

21. ASSIGNMENT:

Neither party shall delegate its duties nor assign its rights hereunder, either in whole or in part, without the other party's prior written consent. Any assignment by either party in violation of this provision shall be void, and shall be cause for immediate termination of this MOU. This provision shall not be applicable to service agreements or other arrangements usually or customarily entered into by either party to obtain supplies, technical support or professional services.

22. AGREEMENT SHALL BIND SUCCESSORS:

All provisions of this MOU shall be fully binding upon, and inure to the benefit of, the parties and to each of their heirs, executors, administrators, successors and permitted assigns.

23. STANDARD OF PRACTICE:

CITY warrants that it has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. CITY's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.

24. NON-LIABILITY OF OFFICIALS AND EMPLOYEES:

No official or employee of COUNTY or CITY shall be personally liable for any default or liability under this MOU.

25. AMENDMENT:

This MOU may be amended at any time during the term of this MOU upon the mutual consent of both parties. No addition to, or alteration of, the terms of this MOU shall be valid unless made in writing and signed by the parties hereto.

26. TITLE TO INFORMATION AND DOCUMENTS:

It is understood that any and all documents, information, and reports concerning the subject matter of this MOU prepared and/or submitted by CITY shall become the property of COUNTY. However, CITY may retain copies of such documents and information for its records. In the event this MOU is terminated, for any reason whatsoever, CITY shall promptly turn over all such information, writings and documents to COUNTY without exception or reservation.

27. JURISDICTION AND VENUE:

This MOU shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.

28. SUBCONTRACTS:

CITY shall obtain prior written approval from COUNTY before subcontracting any of its obligations set forth herein. Any and all subcontracts shall be subject to all applicable terms and conditions of this MOU, including, without limitation, the licensing, certification and confidentiality requirements set forth herein. CITY shall remain legally responsible for the performance of all terms and conditions of this MOU, including work performed by third parties under subcontracts, whether approved by COUNTY or not.

29. ADVERTISING AND MEDIA RELEASE:

All informational material related to this MOU shall receive approval from COUNTY prior to being used as advertising or released to the media, including, but not limited to, television, radio, newspapers and internet. COUNTY will provide to CITY suggested language, and a Measure Z logo for all press releases. However, the use of such suggested language and the Measure Z logo shall be at CITY's

discretion. In addition, CITY shall inform COUNTY of all requests for interviews by media related to this MOU before such interviews take place; and COUNTY is entitled to have a representative present at such interviews. All notices required by this provision shall be given to the Humboldt County Administrative Officer.

30. SURVIVAL:

The duties and obligations of the parties set forth in Section 4(D) – Compensation Upon Termination, Section 8 – Record Retention and Inspection, Section 10 – Confidential Information and Section 13 – Indemnification shall survive the expiration or termination of this MOU.

31. CONFLICTING TERMS OR CONDITIONS:

In the event of any conflict in the terms or conditions set forth in any other agreements in place between the parties hereto and the terms and conditions set forth in this MOU, the terms and conditions set forth herein shall have priority.

32. INTERPRETATION:

This MOU, as well as its individual provisions, shall be deemed to have been prepared equally by both of the parties hereto, and shall not be construed or interpreted more favorably for one (1) party on the basis that the other party prepared it.

33. INDEPENDENT CONSTRUCTION:

The titles of the sections, subsections and paragraphs set forth in this MOU are inserted for convenience of reference only, and shall be disregarded in construing or interpreting any of the provisions of this MOU.

34. FORCE MAJEURE:

Neither party hereto shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control, and without the fault or negligence, of such party. Such events shall include, but not be limited to, acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism or other disasters, whether or not similar to the foregoing.

35. ENTIRE AGREEMENT:

This MOU contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this MOU shall be deemed to exist or to bind either of the parties hereto. In addition, this MOU shall supersede in its entirety any and all prior agreements, promises, representations, understandings and negotiations of the parties, whether oral or written, concerning the same subject matter. Any and all acts which may have already been consummated pursuant to the terms and conditions of this MOU are hereby ratified.

36. AUTHORITY TO EXECUTE:

Each person executing this MOU represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this MOU. Each party warrants that the execution and delivery of this MOU and the performance of such party's obligations hereunder have been duly authorized. IN WITNESS WHEREOF, the parties hereto have entered into this MOU as of the first date written

above.

CITY OF EUREKA ;

By: 
Greg L. Sparks
City Manager

Date: 8/23/18

APPROVED AS TO FORM:

By: 
Robert Black, Interim City Attorney


Date: 8-28-18

ATTEST:

By: 
Pamela J. Powell, City Clerk

Date: 8-28-18

COUNTY OF HUMBOLDT:

By: 
Ryan Sundberg
Chair, Humboldt County Board of Supervisors

Date: 10/2/18

INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:

By: 
Risk Management

Date: 9/28/18

LIST OF EXHIBITS:

- Exhibit A – Application for Measure Z Funding
- Exhibit B – Quarterly and Final Summary Reports
- Exhibit C – Quarterly and Final Report Form
- Exhibit D – Social Media Reporting Requirements
- Exhibit E – Schedule of Rates
- Exhibit F – Measure Z Invoice Form



CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES

(Advisory Committee will make recommendations to the Humboldt County Board of Supervisors as to expenditure of funds derived from *Measure Z*.)

APPLICATION FOR FUNDING

Agency Name: City of Eureka, Eureka Police Department

Mailing Address: 604 C Street, Eureka

Contact Person: Steve Watson

Title: Chief of Police

Telephone: (707) 441-4095

E-mail address: swatson@ci.eureka.ca.gov

RECEIVED

FEB 16 2018

CAO

1. AMOUNT OF MEASURE Z FUNDING REQUESTED FOR FY 2018-19: \$ 623,815.00

2. ENTITY TYPE -- Please check appropriate box.

- | | |
|---|-------------------------------------|
| a. Humboldt County Department | <input type="checkbox"/> |
| b. Contract Service Provider to Humboldt County | <input type="checkbox"/> |
| c. Local Government Entity | <input checked="" type="checkbox"/> |
| d. Private Service Provider | <input type="checkbox"/> |
| e. Non-Profit Service Provider | <input type="checkbox"/> |
| f. Other | <input type="checkbox"/> |

3. Please provide brief description of proposal for which you are seeking funding.

Eureka functions as Humboldt County's service center and a disproportionately large number of social service providers draws a number of homeless individuals to the community. In addition, Eureka has the correctional facility, largest emergency room and only mental health facility in the county. Homeless and marginally housed individuals released from these facilities are often not provided transportation back to their communities of origin and choose to stay in Eureka, where the proximity to local services provides additional incentive to remain. As a result, Eureka has a great percentage of Humboldt's homeless individuals residing in the city and experiences increased negative impacts associated with that population, including crime and disorder, blight, community disruption, and more.

Measure Z funds allow the Eureka Police Department to work cooperatively with the Department of Health and Human Services to provide enhanced services to address crime and disorder, and increase outreach and services to more effectively address negative impacts of this significant homeless population.

The Eureka Police Department seeks Measure Z Funding to

- Continue to dedicate two full-time equivalent employee positions, including police officers and the Homeless Services Program Manager, to work with assigned DHHS personnel to continue to expand the scope and capabilities of the Mobile Intervention & Services Team (MIST), implement the Focus Strategies Homeless Strategy and Implementation Plan, gather data and manage the Measure Z contract, and continue to address blight and community safety concerns related to our homeless population.

- Fund a Parks-Waterfront Ranger to enhance patrol in the City's recreational open space areas including the waterfront, harbor, trails and community parks, tidal wetlands and waterfront trail systems where the large majority of our homeless related problems continue to occur; these efforts allow residents and visitors to use these public areas with a greater sense of safety and security and safeguard precious natural resources (environmental damage from littering, dumping, vandalism, needle litter, etc.).
- Fund a non-sworn civilian Parks-Waterfront Ranger to augment the sworn Parks Ranger; will ensure a consistent EPD presence on Eureka's extensive waterfront trail and other community recreation areas and increase law enforcement's capacity to address community concerns, monitor public facilities, and respond quickly to safety and nuisance related issues.
- Provide funding to DHHS for housing, detox, residential treatment and other services essential to successfully serve and house Eureka's high needs homeless population.
- Purchase a John Deere Gator off-road vehicle to allow officers to effectively patrol the expanded waterfront trail and other greenbelts. EPD's current gator is used almost daily to patrol the trails and greenbelt areas. With the expansion of the trail, a second gator to cover each end of the city's waterfront will allow officers to reach areas not accessible by street vehicles, help transport supplies and trash, and transport people taken into custody in the greenbelts.

The overriding goal this funding request is to measurably reduce homelessness (and its related crime and disorder) in Eureka.

4. Measure Z funding is scheduled to "sunset" in 2020. How are you developing a plan for sustainability, including diversification of funding sources, in order for your proposal to carry on without reliance on future Measure Z funds?

The City of Eureka, through the Police Department, will refund the positions as revenue increases from an improved economy. Also, as the effectiveness of the team unfolds and problems are reduced, the need for these positions are decreased and the tasks encumbered by the additional officers can be redistributed to current staffing. We also expect as economic conditions improve, TOT tax and sales tax will also improve. Further, we have and will continue to see additional funding through federal, state and private sources. As the homeless are housed and services are reduced, the need for additional funding may subside and can be redistributed to other county needs. DHHS MIST staff are paid through other resources that will continue past 2020.

5. If this request is for the continuation, or expansion, of an existing program/service, what is the current source of funding for that program/service?

The duties of the officers assigned to MIST originated from EPD's current staffing levels and were funded by Measure Z in the 2017-18 fiscal year. Measure Z funding will allow EPD to continue staffing the MIST police officers and Homeless Services Program Manager positions, working with DHHS to assess, triage and place homeless persons needing intervention and assistance. The addition of Measure Z funded Parks-Waterfront Rangers will allow EPD to build upon and expand the success and positive community impact of MIST, by proactively increasing public safety and decreasing the negative environmental impacts associated with homelessness.

6. If you are awarded Measure Z funds, how will you use them to leverage additional grants, contributions, or community support?

DHHS is currently supporting the project as is the City of Eureka. During FY 2017-18, DHHS increased staffing and resources available to MIST by combining Street Outreach Services with MIST to expand outreach and engagement, substance use disorder treatment, and housing assistance. Current staff funding commitment to the MIST/SOS effort is \$11.7 million for outreach, support and clinical staff. An additional \$9 million supports program staff in the Mobile Outreach Housing Unit. As the largest community with the highest concentration of homeless people, the City of Eureka receives at least one third of these services provided by other funds - estimated at \$6.9 million.

Position	# of staff	Salary per year	Salary x # of staff	x 12 months	x 30%	Salary +30%
SOS/MIST						
Case Manager	6	47	282	3,384	1,015	4,399
CHOW	2	46	92	1,104	331	1,435
Supervising Clinician	1	86	86	1,032	310	1,342
Clinician	3	66	198	2,376	713	3,089
Peer Coaches	3	32	96	1,152	346	1,498
Total				9,048		14,762
Housing						
Case Manager	2	47	94	1,128	338	1,466
CHOW	2	46	92	1,104	331	1,435
Clinician	1	66	66	792	238	1,030
Peer Coach	4	32	128	1,536	461	1,997
Program Manager	1	96	96	1,152	346	1,498
Program Coordinator	1	69	69	828	248	1,076
Vocational Assistant	1	34	34	408	122	530
Total				6,948		9,032

An assessment is conducted for MIST clients to determine eligibility for various programs and Measure Z offers critical support for AOD (alcohol and other drug) treatment and housing support for individuals without access to other funding streams. Measure Z funds also addresses housing gaps where other funds cannot be used, such as shared housing. Measure Z helps cover the expense of detox and residential treatment at Waterfront Recovery Services and Humboldt Recovery Services for homeless persons struggling with addiction. Drug MediCal is anticipated to become available and fund these services later in FY 2018-19 but Measure Z funding is necessary to provide these services to homeless persons referred through EPD/MIST until this resource is available.

The City of Eureka has added more than \$200,000 in in-kind funding. EPD has also previously applied for grants from the COPS Office (2) that would enable EPD and DHHS to fund additional services and while there is no guarantee EPD will secure grant funding through these programs, it is important to continue moving forward seeking solutions.

Homelessness is the most pervasive and polarizing problem faced by the County and Eureka, as the county seat and epicenter for commerce and services, faces the most pronounced challenges in the region. EPD and DHHS, through a strong and effective partnership, will continue to support MIST and other innovative and evidence-based solutions other jurisdictions can replicate. The addition of a Homeless Service Program Manager focused on implementing the Focus Strategies recommendations has further strengthened the effectiveness of efforts designed to address homelessness in the community. EPD/DHHS and the Homeless Services Program Manager will continue to give presentations about the MIST program and other promising community solutions. The efforts and successes of MIST have generated tremendous community support.

7. Will this proposal require new or expanded activity on the part of another entity to be fully functional and effective? If so, please describe.

The Humboldt County Department of Health and Human Services has provided EPD with clinical staff and on-going logistical/administrative support to assist EPD/MIST with the assessment, care and housing of homeless individuals and implementation of Focus Strategies recommendations. This partnership is vital as we move forward together implementing solutions. These pieces have been in place since MIST's inception and the team is functioning with a high level of success.

In 2017, MIST's effectiveness in supporting efforts to vacate the Devil's Playground was recognized when the initiative was selected as one of the six best project submissions (out of 50 international submissions) for 2017 Herman Goldstein Awards for Excellence in Problem Oriented Policing. DHHS plans to expand the MIST effort at the request of other jurisdictions including outlying communities during the next two fiscal years building on the success in Eureka aided by Measure Z funding.

ATTACHMENTS — Please include the following with your application

Proposal Narrative: Brief description of your request for *Measure Z* funds – Please explain how it is an essential service or for public safety. (*one page maximum*) (See attachment) .

Prior Year Results: If your request is a continuation of a program funded with *Measure Z* in FY 16-17, please provide the results of implementation. (*one page maximum*) (See attachment)

Program Budget: Use budget form provided. (See attachment)

Additional Attachment: Parks/Waterfront Ranger Sworn and Non-Sworn Job Description

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: 2/16/18

SIGNATURE: Stephen M. Watson

SUBMIT THIS APPLICATION TO:

Humboldt County Citizens' Advisory Committee on *Measure Z* Expenditures
c/o County Administrative Office
825 Fifth Street, Suite 111
Eureka, CA 95501-1153.

**City of Eureka Police Department FY 2018-2019
Measure Z Application for Funding Proposal Narrative**

Problem Statement: Eureka, isolated on the northern coast of California, is the largest city in three counties and functions as the regional hub for commerce, transportation, tourism, healthcare, government and social services. Its location along the 101 corridor, mild weather and its function as a service center offering most of the county's social service and homeless programs, draws a disproportionate number of the county's over 660 homeless individuals (as identified in the 2017 Point in Time Count) to the city. This population is mostly unsheltered (over 58%) and about 40% are considered severely mentally ill and/or chronically homeless, challenged with disabilities and suffering from mental illness, addiction and other issues.

In Eureka this population is highly visible, with a large number of people congregating in commercial and residential areas. An EPD Citizen Survey revealed that these challenges affect residents and visitors alike with 73% of respondents expressing fear of walking in certain areas within the city, 80% changing shopping habits due to fear of homeless, and 65% of businesses reporting losing customers due to homelessness.

Over the years, multiple groups involving numerous stakeholders have attempted to address these issues with little lasting impact. Fortunately Measure Z funding has allowed the Eureka Police Department to tackle these public safety challenges head-on by funding enhanced patrol, enforcement and outreach utilizing two part-time annuitants, a part-time Homeless Services Program Manager and a full-time peace officer dedicated to the Mobile Intervention Services Team (MIST).

MIST is an innovative collaborative effort between EPD and DHHS launched in 2015. The MIST team prioritizes individuals with frequent contact with police and emergency services and offers an early and integrated team response to help Eureka's most vulnerable mentally ill and chronically homeless people to secure services and housing. (See attachment: Prior Year's Results for more details). DHHS recently merged the MIST and Street Outreach Services (SOS) programs to further enhance the team's capacity to outreach and meet the needs of these clients. Expected outcomes for the MIST program include reduced law enforcement calls, psychiatric hospitalizations and Crisis Stabilization Unit (CSU) admissions for clients served.

Measure Z funds allow the MIST team to support clients with services, housing and other supports, such as access to substance disorder treatment. Measure Z funds also allow the team to more easily utilize the newly opened Waterfront Recovery Center, where many high acuity, homeless individuals are accessing the high quality detoxification services and the residential treatment they need to begin a life of sobriety.

Unfortunately, service restrictions and limited resources impact the team's ability to effectively address the high number of individuals needing support. Consequently, the Homeless Services Program Manager works with community leadership, DHHS, and service partners to implement the Focus Strategies Homeless Strategies Report recommendations and increase community capacity for drug and alcohol treatment, housing, homeless services and more.

In addition, Measure Z allows EPD to conduct officer-initiated clean-ups to address community blight and mitigate potential environmental damage from discarded syringes, household waste and other hazards. Please note that this activity is not standard for police officers but has been initiated in response to a significant community need. Measure Z also increases department capacity to respond to concerns of illegal camping within city limits (such as in the Sequoia Park) and increase foot patrols to more effectively address blight and public safety concerns.

To build on the success of EPD's homeless programs, this application includes a request to fund both sworn and non-sworn Parks-Waterfront Ranger positions to enhance patrol in City parks, tidal wetlands and waterfront trail systems where the large majority of the community's homeless related problems continue. The non-sworn officer will provide high visibility patrol to ensure a consistent EPD presence on Eureka's extensive waterfront trail and other community recreation areas and provide more rapid and effective response to environment issues, such as dumping, needle litter, etc. This will allow the sworn ranger to focus primarily on public safety and enforcement to reduce criminal activity.

This higher staffing level supports EPD's comprehensive strategy to maintain public spaces for community use and increase residents' and visitors' safety and security in these valuable high use public areas. These efforts also safeguard precious natural resources (the bay, waterways, greenbelts and parks, etc.) from environmental damage (littering, dumping, vandalism, needle litter, etc.). The Parks-Waterfront Officers will also assist the MIST Team and Old Town Officer with their efforts.

**Budget
City of Eureka**

Date: 2/13/18

Descriptions	Amounts	Approved Budget	Remaining Balance
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A. Personnel Costs

<p>Title: Police Officer Salary and Benefits The fully-loaded (salary, insurance, health care, PERS etc.) annual cost Calculation: for an officer is approximately \$102,100.00</p>	102,100.00		
<p>Full time position dedicated to working with DHHS/MIST to reduce Duties Description: homelessness in Eureka</p>			
<p>Title: Waterfront Parks Ranger Salary and Benefits The fully-loaded (salary, insurance, health care, PERS, etc.) annual cost Calculation: for a parks ranger is approximately \$102,100.00</p>	102,100.00		
<p>Full time position dedicated to maintaining the safety of the trails and Duties Description: greenbelt areas of Eureka</p>			
<p>Title: Waterfront Parks Ranger- Non-Sworn Civilian Salary and Benefits The fully-loaded (salary, insurance, health care, PERS, etc.) annual cost Calculation: for a civilian employee is approximately \$57,000.00</p>	57,000.00		
<p>Full time position dedicated to maintaining the safety and customer Duties Description: service of the trails and greenbelt areas of Eureka</p>			
<p>Title: Homeless Services Program Manager Salary and Benefits Calculation: Part-time position</p>	40,000.00		
<p>Part-time project manager position working to develop long term solutions Duties Description: to homeless issues</p>			
<p>Title: Reserve Officer Salary and Benefits Calculation: Part-time reserve officer salary</p>	30,000.00		
<p>Duties Description: Works part-time patrolling and cleaning up the greenbelt areas</p>			
<p>Title: Homeless Liaison Salary and Benefits Calculation: Part-time position</p>	6,000.00		
<p>Duties Description: Offers services to homeless individuals</p>			
<p>Title: MIST Overtime Salary and Benefits Calculation: Overtime for officers working with MIST</p>	30,000.00		
<p>Various officers sign up for MIST overtime, patrolling and cleaning up the Duties Description: greenbelt areas while offering services</p>			

Total Personnel: 387,200.00

B. Operational Costs (Rent, Utilities, Phones, etc.)

Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			

Total Operating Costs: 0

C. Consumables/Supplies (Supplies and Consumables should be separate)

**Budget
City of Eureka**

Date: 2/13/18

Descriptions	Amounts	Approved Budget	Remaining Balance
<p>Title: Rapid Re-housing</p> <p>Rapid Re-housing costs average \$1,000 per household for security deposits, utility deposits, and some period of rental support, depending on need. Households needing rapid re-housing may include singles or couples, estimated need for FY 18-19 is 65 households. Persons placed in rapid re-housing subsidized rental assistance will be the most vulnerable homeless Humboldt County citizens, including those who are chronically homeless and disabled. Rental payments may be provided for up to two years at 100% of rental unit monthly cost; client will reimburse</p> <p>Description: the Measure Z fund from 30% of assumed participant income.</p>	150,000.00		
<p>Title: Detoxification Services and Residential Treatment</p> <p>3 to 7 day detoxification services. Clients will receive treatment, housing, utilities, and daily personal essentials. 30 day residential treatment program will include intake assessment, minimum of 1-2 hours of individual counseling per treatment week and weekly group sessions in</p> <p>Description: addition to housing, utilities, and daily personal essentials.</p>	82,840.00		
<p>Title: Equipment for new Waterfront Park Ranger</p> <p>Description: Bulletproof vest \$975, patrol bicycle \$1500, misc. uniform needs \$500</p>	2,975.00		
<p>Title: John Deer Gator</p> <p>Our current gator is put to use nearly daily, patrolling the trails and greenbelt areas. With the expansion of the trail, a second gator to cover each end of the city's waterfront will be valuable. The gators help officers reach areas not accessible by street vehicles, help transport supplies and</p> <p>Description: trash, and transport people taken into custody in the greenbelts.</p>	15,000.00		
Total Consumable/Supplies:		250615	
D. Transportation/Travel (Local and Out-of-County should be separate)			
<p>Title: Training</p> <p>Local end/or out-of-county Police and DHHS staff training (travel, fuel, lodging, meals, tuition, additional expenses, etc.)</p> <p>Description: lodging, meals, tuition, additional expenses, etc.)</p>	6,000.00		
<p>Title:</p> <p>Description:</p>			
<p>Title:</p> <p>Description:</p>			
Total Transportation/Travel Costs:		6,000.00	
E. Fixed Assets			
<p>Title:</p> <p>Description:</p>			
<p>Title:</p> <p>Description:</p>			
Total Other Costs:		0	0
Total:		823,815.00	0

City of Eureka Police Department FY 2017-2018 To Date

Measure Z Application for Funding- Prior Year Results

Measure Z has allowed the Eureka Police Department (EPD) to conduct enhanced patrol, enforcement, outreach and community clean-up utilizing two part-time annuitants, a part-time Homeless Services Program Manager and a full-time peace officer dedicated to the Mobile Intervention Services Team (MIST). Additionally, Measure Z funding has supported housing placements and Substance Use Disorder (SUD) detox and treatment for a number of community residents who are MIST clients.

MIST allows EPD and DHHS to provide outreach and service linkage to high acuity homeless individuals in Eureka to the most appropriate services. The partnership focuses intensively on individuals who meet MIST criteria, including those with severe mental illness, frequent encounters with law enforcement, those who are at risk of involuntary hospitalization and those who are frequent users of emergency medical and/or acute psychiatric services. The recent merger between MIST and Street Outreach Services (SOS) staff has enhanced the team's capacity to engage and serve these individuals. The MIST team was also expanded to include AOD (alcohol and other drugs) and Housing Specialists.

From January 2015 through December 2017 (last date for which cumulative totals are available), the combined efforts of EPD and DHHS have resulted in at least 4,599 contacts serving at least 1,413 unique individuals, representing extensive outreach/attempts to connect homeless individuals with needed services. 42 percent of these individuals reported having a disability that contributes to their challenges in securing housing. Following the county adopted Housing First strategy, as of December 30, 2017, Measure Z funding has been used to provide housing assistance to 116 unique individuals who are disabled and experiencing chronic homelessness.

In October, MIST was recognized as an integral part of supporting EPD's efforts to vacate the Devil's Playground when the initiative was selected as one of the six best project submissions (out of 50 international submissions) for 2017 Herman Goldstein Awards for Excellence in Problem Oriented Policing.

Measure Z funding provided much needed financial resources to allow the team to utilize the newly opened Waterfront Recovery Center, where many high acuity, homeless individuals are accessing the high quality residential treatment they need to begin a life of sobriety. To date in this fiscal year, the MIST team has made 144 Substance Use Disorder referrals and Measure Z provided 556 detox bed days and 694 residential bed days for MIST clients.

In addition, Measure Z funds allowed EPD to conduct enhanced patrol, enforcement and outreach, utilizing 6 officers for a total of 338 hours in overtime. This resulted in 73 officer referrals to MIST/211, the issuance of 130 Eureka municipal code violation citations, 71 misdemeanor warrant citations and multiple arrests for those with felony warrants.

Officers also gathered and disposed of over 4,740 pounds of garbage collected from abandoned/illegal campsites within city limits, collected six shopping carts and disposed of 474 GFW of marijuana located in illegal/abandoned camps. MIST funded overtime also allowed officers to conduct foot patrols of the Sequoia Park trails and other areas as needed to address complaints of illegal camp sites.

To increase community capacity for drug and alcohol treatment, housing, homeless services and more, the Measure Z funded Homeless Services Program Manager worked with community leadership, DHHS, and service partners to implement the Focus Strategies Homeless Strategies Report recommendations and other community initiatives. The Homeless Service Program Manager was also responsible for data collection, program monitoring and reporting.

February 2018

FLSA: NON-EXEMPT

PARKS – WATERFRONT RANGER (NON-SWORN)

DEFINITION

Under general supervision, performs a wide variety of professional duties in the City's recreational open space areas including the waterfront, harbor, trails and community parks. Such duties involve the prevention of crime, the protection of life and property, and the enforcement of local laws and ordinances; makes investigations, assists in the preparation of cases and testifies in court; provides information and assistance to the public; enforces City ordinances and park rules; assists the public to experience a safe and enjoyable park visit by providing park information; monitors public events in City parks; educates the public about the City parks and open space history and usage; assists the Police and Animal Control in accomplishing their goals and priorities as they relate to parks; performs a variety of special duty assignments, as required; and performs related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. No supervision of staff is exercised.

CLASS CHARACTERISTICS

This non-sworn, working-level class performs non-supervisory, non-peace officer assignments found in a municipal police department. Incumbents are normally assigned to a specific geographic area for patrol or enforcement of City ordinances and park rules. Based upon needs of the assignment, duties are carried out on foot, bicycle, from vehicles and/or aboard watercraft. This class is distinguished from Police Officer in that the latter is assigned varied sworn law enforcement responsibilities throughout the entire city while the former's duties are primarily constrained to proactive, high visibility patrol and other duties within the city's parks and waterfront areas.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Patrols assigned sections within the City's parks, trails, waterfront, and harbor-marina areas, in a radio dispatched automobile or other motorized vehicle, on foot, by bicycle, or watercraft to secure life and property, observe situations, report suspicious or criminal activity, hazardous conditions and deter crime by providing high visibility.
- Assists sworn officers in enforcing laws and regulations regarding park marina and trail use; patrols assigned areas; issues warnings and may issue citations for various Eureka Municipal Code violations.
- Provides information, directions and assistance to the public in a variety of situations; takes reports and assists the public with complaints or unusual situations.
- Operates a marine craft to patrol the City's Public Marina and Harbor; patrols the City's Public Marina and Harbor to provide security and prevent crime.
- Performs a variety of community policing-related duties to maintain a highly visible presence within the community for the purpose of deterring crime, maintaining good community relations, and providing assistance to the public, including speaking before various civic and community groups, patrolling assigned divisions by foot, bicycle or vehicle, and performing other related duties as required.
- Enforces parking regulations at City Parks, Public Marina and Harbor facilities, and other waterfront areas; issues parking citations; provides traffic and crowd control at accident sites or for special events at City waterfront properties and facilities.
- During patrols, explains regulations to visitors and provides information and advice on park-waterfront activities and cultural, historical, and/or natural resources history and location.

- Participates in a variety of community relations and public education and awareness activities.
- Conducts scheduled and special patrols of land and water areas. Checks usage and condition of public use areas, commercial docks, and other recreation areas, including safety, fire, sanitation, and maintenance. Provides limited maintenance coverage and service. Reports any problems and their extent to supervisor and Community Services Director or designee.
- May be required to assist Eureka Police Department Officers and/or Detectives with various emergency calls for service and investigations outside of assigned area.
- Secures crime scenes and evidence; cooperates with law enforcement officers and other agencies providing investigative and case development support.
- Assists the City Attorney or the District Attorney staff in preparing, documenting and developing cases and gathering information; testifies in court as required.
- Directs the activities of volunteers in office and field situations.
- Provides emergency medical attention to the public when responding to calls for assistance, and requests appropriate medical assistance as necessary.
- Prepares reports; prepares and maintains logs, records and accurate files.
- Attends meetings, conferences, workshops, and training sessions, and reviews publications and materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Oversees the use and care of equipment as required.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Investigation and identification techniques and equipment.
- Rules of evidence regarding search and seizure and the preservation of evidence.
- Courtroom procedures and techniques for testifying.
- Applicable laws, codes, ordinances, court decisions and departmental rules and regulations.
- Safety practices and equipment related to the work, including the safe use and proper care of chemical agents.
- Techniques of first aid and CPR.
- Operating a motor vehicle, watercraft and all attached equipment in a safe manner under patrol and emergency conditions.
- Modern office practices, methods and computer equipment.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing with and solving the problems presented by a variety of individuals from various socio-economic, cultural and ethnic backgrounds, in person and over the telephone, often when relations may be confrontational or stressed.
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

Ability to:

- Observe accurately, recall faces, names, descriptive characteristics, facts of incidents and places.
- Interpret apply and explain complex laws, codes, regulations and ordinances.
- Prepare clear, accurate and grammatically correct reports, records and other written materials.
- Identify and be responsive to community issues, concerns and needs.
- Coordinate and carry out special assignments.
- Monitor changes in laws and court decisions and apply them in work situations.
- Enter information into a computer with sufficient speed and accuracy to perform the work.
- Make sound, independent decisions in emergency situations.
- Organize own work, set priorities and meet critical time deadlines.

- Operate a motor vehicle and watercraft in a safe manner under patrol and emergency conditions.
- Operate the equipment and vehicles of the department in a safe and responsible manner.
- Operate modern office equipment including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and legal guidelines in politically sensitive situations.
- Establish and maintain effective working relationships with those contacted in the course of the work.

REQUIREMENTS:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade and one (1) year of experience working with the public. Two (2) years of college-level coursework and/or volunteer law enforcement experience are desirable.

License:

- Valid California class C driver's license with satisfactory driving record.
- May be expected to successfully complete training as required under section 832(a) of the California Penal Code for "limited function peace officers" per regulation 1005(a)(8) of the Commission on Peace Officer's Standards and Training (POST) within one year of hire.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain applicable P.O.S.T. physical standards, including mobility and physical strength and stamina to respond to emergency situations and apprehend suspects; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain, climbing and descending structures to access crime scene and to identify problems or hazards. The use of watercraft while on patrol requires sufficient balance and ability to swim if necessary. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL ELEMENTS

Employees work indoors and outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.

February 2018

FLSA: NON-EXEMPT

PARKS – WATERFRONT RANGER (SWORN)

DEFINITION

Under general supervision, performs a wide variety of professional law enforcement duties in the City's recreational open space areas including the waterfront, harbor, trails and community parks. Such duties involve the prevention of crime, the protection of life and property, and the enforcement of Federal, State and local laws and ordinances; makes investigations, assists in the preparation of cases and testifies in court; provides information and assistance to the public; performs a variety of special duty assignments, as required; and performs related duties as assigned..

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. No supervision of staff is exercised.

CLASS CHARACTERISTICS

This sworn, working-level law enforcement class performs all non-supervisory assignments found in a municipal police department. Incumbents are normally assigned to a specific geographic area for patrol or traffic enforcement, all functional areas of the law enforcement field, including investigation, youth services, administration, and training are included. Based upon needs of the assignment, duties are carried out on foot, bicycle, from vehicles and/or aboard watercraft. This class is distinguished from Police Officer in that the latter is assigned varied law enforcement responsibilities throughout the entire city while the former's duties are primarily constrained to proactive, high visibility patrol within the city's parks and waterfront areas.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Patrols assigned sections within the City's parks, trails, waterfront, and harbor-marina areas, in a radio dispatched automobile or other motorized vehicle, on foot, by bicycle, or watercraft to secure life and property, observe situations, report suspicious or criminal activity, hazardous conditions and deter crime by providing high visibility.
- Enforces laws and regulations regarding park marina and trail use; patrols assigned areas; issues warnings, citations and makes arrests for various Eureka Municipal Code and state law violations.
- Provides information, directions and assistance to the public in a variety of situations; takes reports and assists the public with complaints or unusual situations.
- Operates a marine craft to patrol the City's Public Marina and Harbor, enforcing applicable federal, state and local waterway laws, regulations and rules; patrols the City's Public Marina and Harbor to provide security and prevent crime.
- Performs a variety of community policing duties to maintain a highly visible presence within the community for the purpose of deterring crime, maintaining good community relations, and providing assistance to the public, including speaking before various civic and community groups, patrolling assigned divisions by foot, bicycle or vehicle, and performing other related duties as required.
- Enforces parking regulations and traffic laws at City Parks, Public Marina and Harbor facilities, and other waterfront areas; issues traffic citations; investigates accidents; provides traffic and crowd control at accident sites or for special events at City waterfront properties and facilities.
- During patrols, explains regulations to visitors and provides information and advice on park-waterfront activities and cultural, historical, and/or natural resources history and location.
- Participates in a variety of community relations and public education and awareness activities.

- Conducts scheduled and special patrols of land and water areas. Checks usage and condition of public use areas, commercial docks, and other recreation areas, including safety, fire, sanitation, and maintenance. Reports any problems and their extent to supervisor and Community Services Director or designee.
- May be required to assist Eureka Police Department Officers and/or Detectives with various emergency calls for service and investigations outside of assigned area.
- Makes arrests and serves warrants and subpoenas; takes individuals into custody and may transport them for medical clearance and/or booking at a longer-term facility, as required.
- Secures crime scenes and evidence; interviews suspects, victims and witnesses; collects and preserves evidence; performs complete investigations and/or cooperates with other law enforcement agencies providing investigative and case development support.
- Conducts comprehensive investigations into felony and high level crimes as assigned including conducting surveillance activities and coordinating and maintaining crime scene activities.
- Assists the City Attorney or the District Attorney staff in preparing, documenting and developing cases and gathering information; testifies in court as required.
- Directs the activities of police support personnel and/or volunteers in office and field situations.
- Provides emergency medical attention to the public when responding to calls for assistance, and requests appropriate medical assistance as necessary.
- Provides mutual aide to other law enforcement agencies as dispatched and in accordance with departmental policy.
- Prepares reports; prepares and maintains logs, records and accurate files.
- Serves writs, warrants, subpoenas and other legal documents.
- Attends meetings, conferences, workshops, and training sessions, and reviews publications and materials to become and remain current on principles, practices, and new developments in assigned work areas.
- Oversees the use and care of equipment as required.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Law enforcement principles, practices and techniques related to patrol, traffic enforcement, crime scene control and investigation, protection of life and property, pursuit, apprehension and transportation of suspects.
- Investigation and identification techniques and equipment.
- Rules of evidence regarding search and seizure and the preservation of evidence.
- Courtroom procedures and techniques for testifying.
- Applicable laws, codes, ordinances, court decisions and departmental rules and regulations.
- Safety practices and equipment related to the work, including the safe use and proper care of firearms, chemical agencies and impact weapons.
- Methods of self-defense and physical restraint and the use of defense and restraint equipment.
- Techniques of first aid and CPR.
- Operating a motor vehicle, watercraft and all attached equipment in a safe manner under patrol and emergency conditions.
- Modern office practices, methods and computer equipment.
- Computer applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for dealing with and solving the problems presented by a variety of individuals from various socio-economic, cultural and ethnic backgrounds, in person and over the telephone, often when relations may be confrontational or stressed.
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone.

Ability to:

- Observe accurately, recall faces, names, descriptive characteristics, facts of incidents and places.
- Interpret apply and explain complex laws, codes, regulations and ordinances.
- Prepare clear, accurate and grammatically correct reports, records and other written materials.
- Identify and be responsive to community issues, concerns and needs.
- Coordinate and carry out special assignments.
- Monitor changes in laws and court decisions and apply them in work situations.
- Enter information into a computer with sufficient speed and accuracy to perform the work.
- Make sound, independent decisions in emergency situations.
- Organize own work, set priorities and meet critical time deadlines.
- Operate a motor vehicle and watercraft in a safe manner under patrol and emergency conditions.
- Operate the equipment and vehicles of the department in a safe and responsible manner.
- Operate modern office equipment including computer equipment and software programs.
- Use English effectively to communicate in person, over the telephone and in writing.
- Use tact, initiative, prudence and independent judgment within general policy and legal guidelines in politically sensitive situations.
- Establish and maintain effective working relationships with those contacted in the course of the work.

REQUIREMENTS:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade and one (1) year of experience working with the public. Two (2) years of college-level coursework and/or volunteer law enforcement experience are desirable.

License:

- Valid California class C driver's license with satisfactory driving record.
- Valid Basic Police Academy certificate issued by the California State Commission on Peace Officer Standards and Training (P.O.S.T.).
- Possession and maintenance of firearms qualification.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; maintain P.O.S.T. physical standards, including mobility and physical strength and stamina to respond to emergency situations and apprehend suspects; vision to maintain firearms qualification and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone or radio. The job involves fieldwork requiring frequent walking on uneven terrain, climbing and descending structures to access crime scene and to identify problems or hazards. The use of watercraft while on patrol requires sufficient balance and ability to swim if necessary. Finger dexterity is needed to access, enter and retrieve data using a computer keyboard or calculator and to operate police services equipment. Positions in this classification frequently bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects necessary to perform job functions.

ENVIRONMENTAL ELEMENTS

Employees work indoors and outdoors and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private

representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations.



Mobile Intervention Services Team

Data Dashboard

January 2015 Through December 2017

About Mobile Intervention Services Team (MIST)

Implemented in early 2015, the Mobile Intervention and Services Team (MIST) works with people who are homeless and need help stabilizing their mental illness and securing the services and assistance they need to avoid further problems. MIST was the first step in a series of planned, evidence-based interventions that allow Eureka Police Department (EPD) and Department of Health and Human Services (DHHS) attempt to provide the best possible solutions for people who need help and reduce the social disorder that is often associated with some segments of the homeless population. A DHHS Mental Health Clinician is teamed with EPD Officers in the field to make initial contact with individuals in the target population and provide assistance. A Case Manager also works with clients to provide follow up care and connect them to necessary services such as outpatient mental health counseling, medication support, alcohol and other drug services, housing or shelter, and linkage to medical and nutrition services.

Target Population

The target population of MIST includes clients with severe mental illness who are:

- Homeless or at risk of being homeless
- Have frequent encounters with law enforcement
- At risk of involuntary hospitalization, institutionalization, or placement in out of home care
- Frequent users of hospital and/or emergency room services as the primary resource for mental health treatment

Expected Outcomes

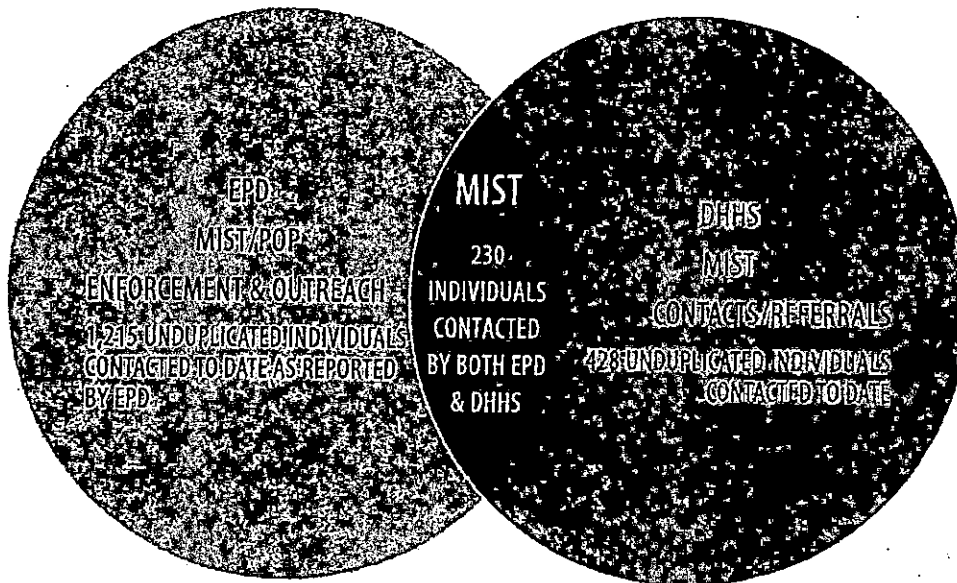
The goal of the partnership between EPD and DHHS is to increase outreach, assessment, and treatment to individuals with a severe mental illness who come to the attention of law enforcement. Intended outcomes from the implementation of MIST are:

- Decreased numbers of Law Enforcement encounters with Mental Health clients
- Decreased Emergency Department admissions
- Decreased number of Psychiatric Hospitalizations
- Decreased Crisis Stabilization Unit admissions
- Decreased incarceration
- Decreased 5150 holds
- Decreased arrests
- Reduced homelessness



MIST – AN INTEGRATED PROGRAM

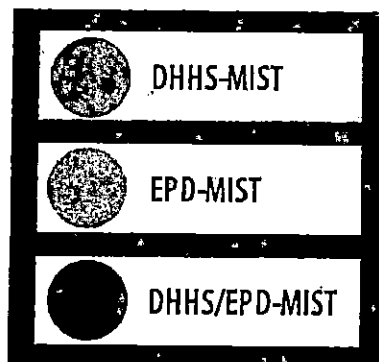
The combined efforts of EPD and DHHS have resulted in a total of 1,413 individuals contacted. The graphic below shows the total number of clients contacted by each agency as well as the number of clients who have been contacted by both agencies.



Source: EPD MIST Spreadsheet & MIST Contact Form

EPD and DHHS have designated staff providing outreach and service linkage to the homeless population in Eureka, working together to best connect homeless individuals with mental health needs to the most appropriate services. Intensive engagement efforts are made by both DHHS and EPD to connect homeless individuals to the services available to them. The graphic above presents the partnership efforts with the shared goal of focusing intensively on those who meet the MIST criteria, which includes homeless with severe mental illness, frequent encounters with law enforcement, at risk of involuntary hospitalization, and frequent users of emergency medical services and/or acute psychiatric services.

The header bars have been color-coded throughout this report to indicate which sections apply to DHHS-MIST, EPD-MIST, and integrated DHHS/EPD-MIST (legend below).



CLIENT DEMOGRAPHICS (DHHS-MIST)

428

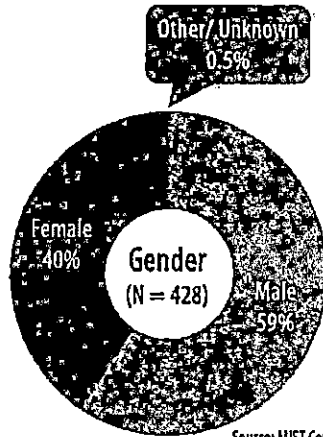
Unique Individuals Contacted

4,599

Total Contacts

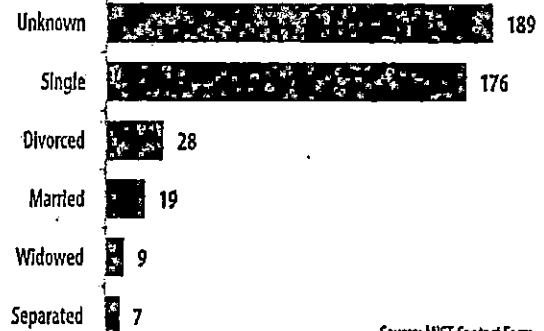
Data presented represents all clients contacted by DHHS-MIST staff based on information received by the DHHS Research and Evaluation (R&E) unit for the period of January 2015 through December 2017.

**Note that unique counts of individuals are by program; therefore, some individuals will be duplicated between DHHS and EPD.*



Source: MIST Contact Form

Client Marital Status at Most Recent Contact (N = 428)



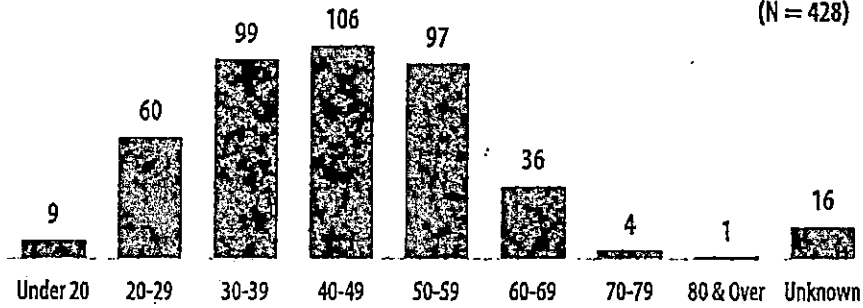
Source: MIST Contact Form

Age Statistics for MIST Clients

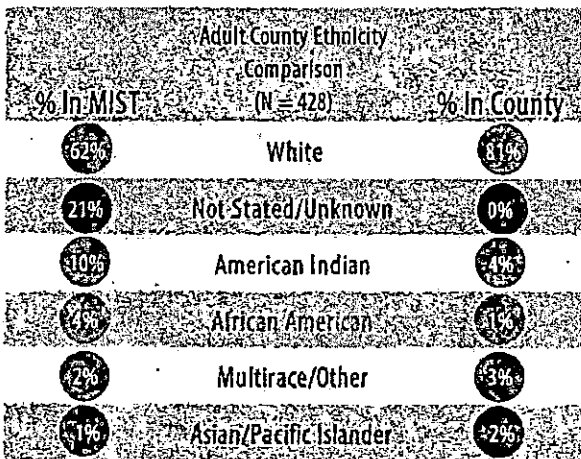


Average
43
Median
44
Range
6-87

Source: MIST Contact Form

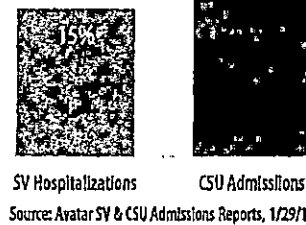


Source: MIST Contact Form



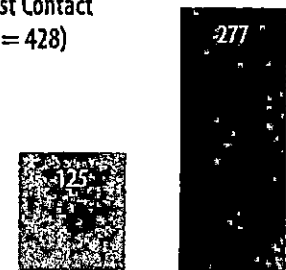
Source: Avatar & HMIS

Clients With Psychiatric Hospitalizations (SV) & Crisis Stabilization Unit (CSU) Admissions Within 12 Months Prior to First Contact (N = 428)



Source: Avatar SV & CSU Admissions Reports, 1/29/18

Number of Psychiatric Hospitalizations (SV) & Crisis Stabilization Unit (CSU) Admissions Within 12 Months Prior to First Contact (N = 428)



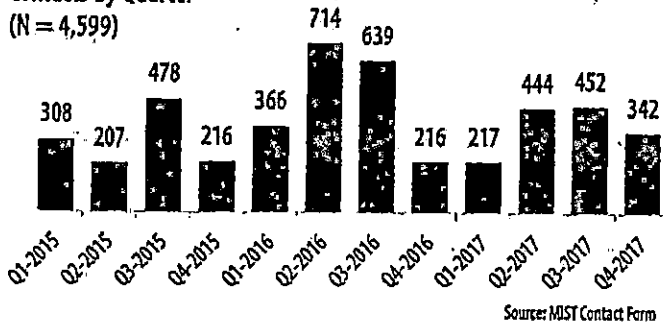
Source: Avatar SV & CSU Admissions Reports, 1/29/18

**Note that due to race and ethnicity being reported separately in the data collection systems utilized for this report, the Hispanic/Latino category is not represented.*

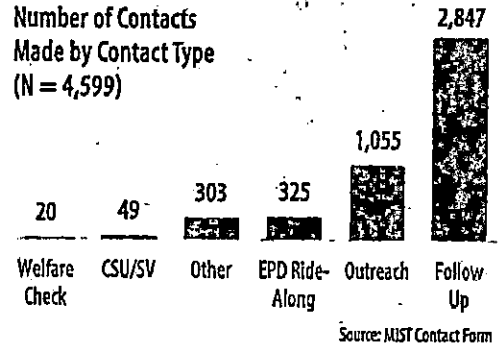
CLIENT CONTACTS (DHHS-MIST)

The number of contacts will be higher than total number of clients given that most clients are contacted more than once. As of this reporting period, there were a total of **4,599** contacts.

Contacts by Quarter
(N = 4,599)



Number of Contacts Made by Contact Type
(N = 4,599)



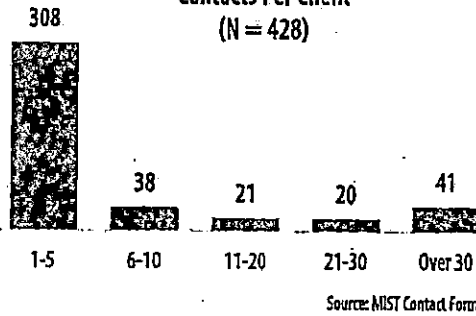
Contacts Per Client



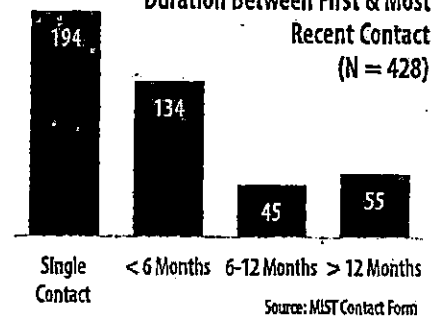
Source: MIST Contact Form

Average **11**
Median **2**
Range **1-205**

Contacts Per Client
(N = 428)



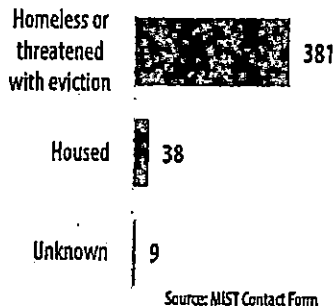
Duration Between First & Most Recent Contact
(N = 428)



CLIENT HISTORY (DHHS-MIST)

Data in this section address housing status, events which have taken place in clients' past, as well as food and medical services which are already in place.

Client Living Arrangement at First Contact
(N = 428)

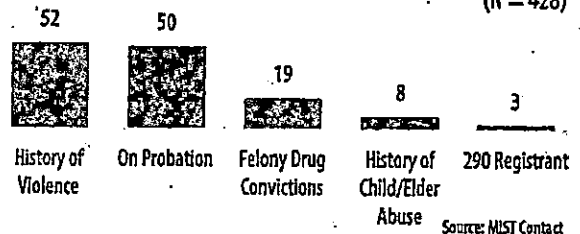


89% of clients are reported as homeless or threatened with eviction at first contact

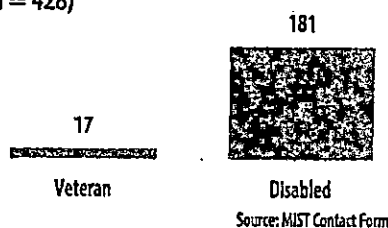
A client is included in each count if they have self-reported any of the applicable barriers or services at any point of contact with MIST.

12% of clients are reported as having a history of violence

Client History That May Be Barriers to Stable Housing
(N = 428)



Client Veteran and Disability Status
(N = 428)



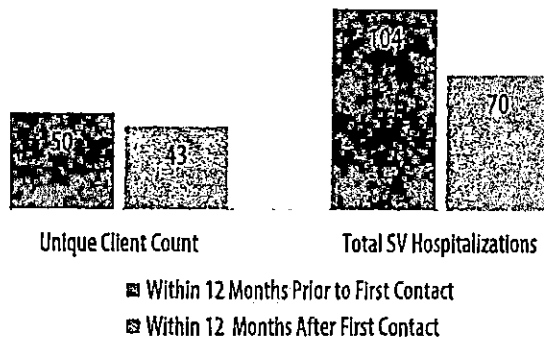
A client is included in each count if they have self-reported being a veteran or having a disability at any point of contact with MIST.

42% of clients are reported as having a disability

PROGRAM OUTCOMES (DHHS-MIST) – 12-MONTH LAPSE

Expected outcomes for the MIST program include reduced psychiatric hospitalizations and reduced Crisis Stabilization Unit (CSU) admissions for clients served. Psychiatric hospitalizations in Sempervirens (SV) and CSU admissions were reviewed for MIST clients comparing two distinct and equal time periods: 12 months prior to first MIST contact and 12 months following the first MIST contact. It should be noted that hospitalizations and CSU Admissions that occur on the same day as the first contact are represented in the Prior to First Contact category. Data for all unique clients contacted by DHHS-MIST staff (428) were reviewed. Clients that have had a 12-month period lapse since their first MIST contact were included in the analysis below, which included 353 unique individuals.

Psychiatric Hospitalizations (SV) for MIST Clients

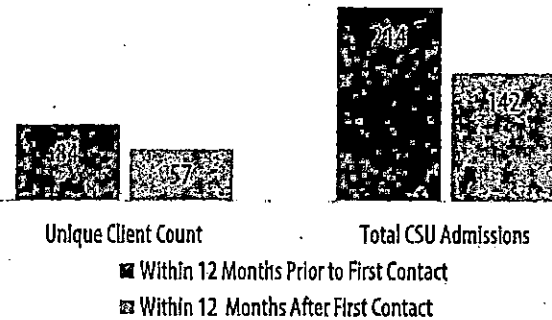


Data Analysis

There has been a 14.0% decrease in the number of unique clients admitted to SV, and a 32.7% decrease in hospitalizations for MIST clients.

Source: Avatar SV Admissions Report, 1/29/18

Crisis Stabilization Unit (CSU) Admissions for MIST Clients



Data Analysis

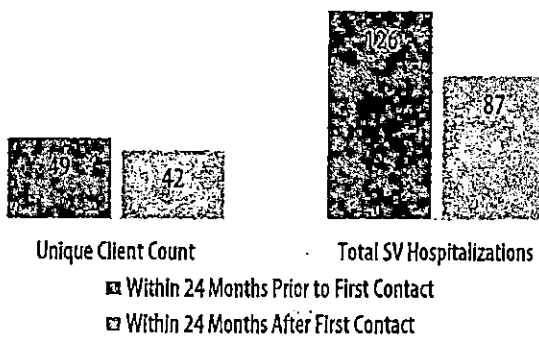
There has been a 32.1% decrease in the number of unique clients admitted to CSU, and a 33.6% decrease in total CSU admissions for MIST clients.

Source: Avatar CSU Admissions Report, 1/29/18

PROGRAM OUTCOMES (DHHS-MIST) – 24-MONTH LAPSE

SV and CSU admissions for MIST clients were also assessed for a 2-year time period: 24 months prior to first MIST contact and 24 months following the first MIST contact. It should be noted that hospitalizations and CSU Admissions that occur on the same day as the first contact are represented in the Prior to First Contact category. Data for all unique clients contacted by DHHS-MIST staff (428) were reviewed. Clients that have had a 24-month period lapse since their first MIST contact were included in the analysis below, which included 223 unique individuals.

Psychiatric Hospitalizations (SV) for MIST Clients

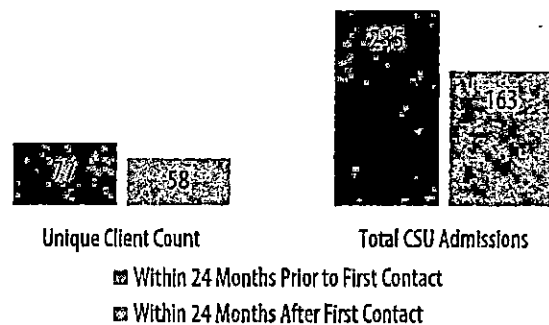


Data Analysis

There has been a 14.3% decrease in the number of unique clients admitted to SV, and a 31.0% decrease in hospitalizations for MIST clients.

Source: Avatar SV Admissions Report, 1/29/18

Crisis Stabilization Unit (CSU) Admissions for MIST Clients



Data Analysis

There has been a 24.7% decrease in the number of unique clients admitted to CSU, and a 30.6% decrease in CSU admissions for MIST clients.

Source: Avatar CSU Admissions Report, 1/29/18

MENTAL HEALTH ASSESSMENTS (DHHS-MIST)

The goal of the MIST program is to increase outreach, assessment, and treatment to severely mentally ill individuals coming to the attention of law enforcement. The charts below show the Mental Health Assessment status for DHHS-MIST clients.

Mental Health (MH) Assessment Status (N = 428)

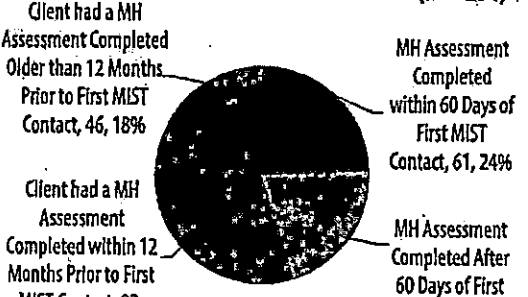


- Does Not Meet Speciality Mental Health Criteria (21)
- No MH Assessments for Client (156)
- MH Assessment Completed within last year (81)
- MH Assessment Completed, but over 1 year ago (170)

Source: Avatar 1096 Assessment Combined Report, 1/29/18

As of this reporting period, 20% of MIST clients that meet Specialty Mental Health (SMH) Criteria have had a MH Assessment within the last year.

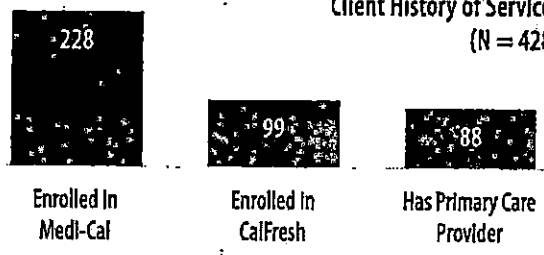
Assessment Timing for Clients With a MH Assessment (n = 251)



Source: Avatar 1096 Assessment Combined Report, 1/29/18

SERVICES AND REFERRALS (DHHS-MIST)

Client History of Services (N = 428)



Source: MIST Contact Form

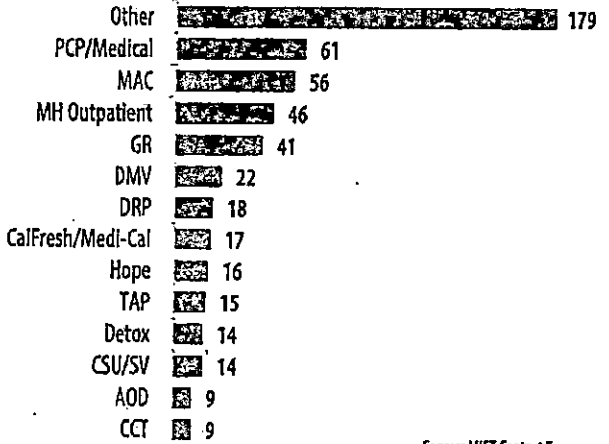
53% of clients are enrolled in Medi-Cal
 21% have a Primary Care Provider (PCP)
 23% are enrolled in CalFresh

An integral part of the MIST program is to connect clients to appropriate services available to them. Services to which linkages are provided include:

- Outpatient mental health counseling
- Case management
- Medication support
- Alcohol and other drug services, including clean and sober services
- Housing/Shelter
- Identification and linkage to a primary care physician
- Bus/motel vouchers
- Expedite enrolling a person for Medi-Cal, General Relief, and CalFresh
- Enrollment in Full Service Partnership
- Transitional Crisis Housing
- Transition Age Youth (TAY)
- Hope Center
- DHHS Mobile Outreach
- Transportation Assistance Program (TAP)
- Community Corrections Resource Center (CCRC)

The following chart presents the number and percentage of unique clients contacted who were assisted in accessing listed service during any contacts made by MIST. Clients may be referred to multiple services. Therefore, percentages will not add up to 100%.

Referrals Made to Services (N = 1,424)

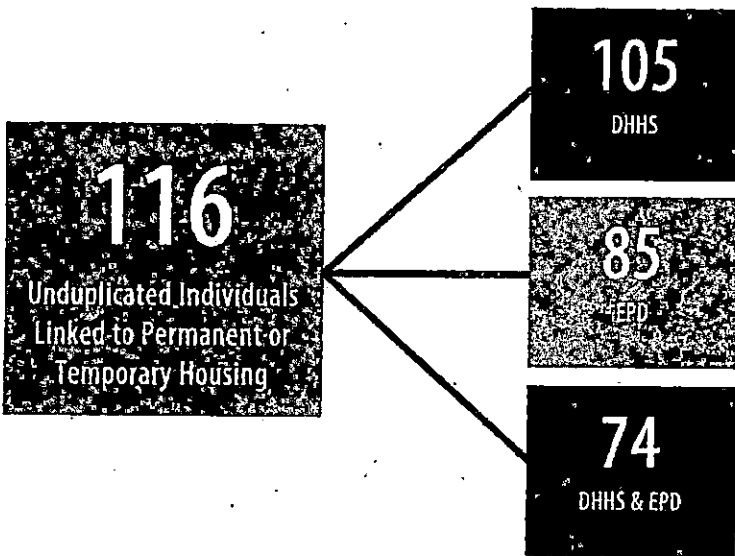


Source: MIST Contact Form

HOUSING STATUS (DHHS/EPD-MIST)

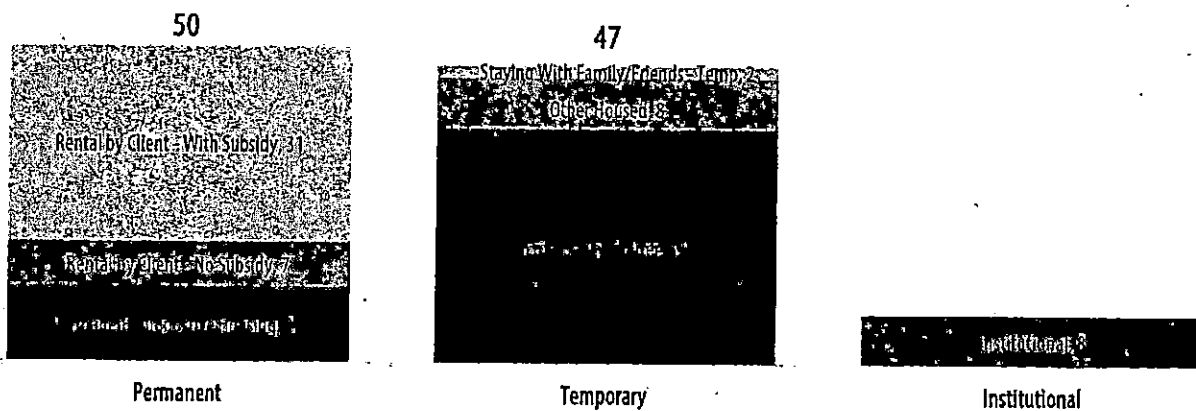
The following information presents the number of clients linked to shelter or housing by MIST staff. As MIST is intended to be a short-term intervention and linkage to ongoing services, this presents those initially sheltered/housed with MIST staff support. The long-term status for these clients may vary over time.

Of all individuals contacted by DHHS- or EPD-MIST:



Housing data is through September 30, 2017. Future reports will include enhanced housing status information.

DHHS-MIST Clients (Unduplicated) Sheltered or Housed by Most Recent Category (n = 105)



Note: This chart reflects the most current type of shelter or housing clients are or were linked to.

Source: HMIS, MIST Contact Form, DHHS-MIST Housing Spreadsheet, & EPD-MIST Spreadsheet

CLIENT DEMOGRAPHICS (DHHS/EPD-MIST)

230
Unique
Individuals
Contacted*

*Note that unique counts of individuals are by program; therefore, some individuals will be duplicated between DHHS and EPD.

Clients With Psychiatric Hospitalizations (SV) & Crisis Stabilization Unit (CSU) Admissions Within 12 Months Prior to First Contact (N = 230)



SV Hospitalizations CSU Admissions
Source: Avatar SV & CSU Admissions Reports, 1/29/18

Number of Psychiatric Hospitalizations (SV) & Crisis Stabilization Unit (CSU) Admissions Within 12 Months Prior to First Contact (N = 230)

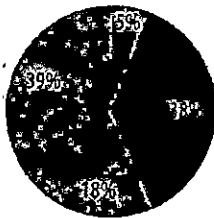


SV Hospitalizations CSU Admissions
Source: Avatar SV & CSU Admissions Reports, 1/29/18

MENTAL HEALTH ASSESSMENTS (DHHS/EPD-MIST)

The goal of the MIST program is to increase outreach, assessment, and treatment to severely mentally ill individuals coming to the attention of law enforcement. The charts below show the Mental Health Assessment status for DHHS/EPD-MIST clients.

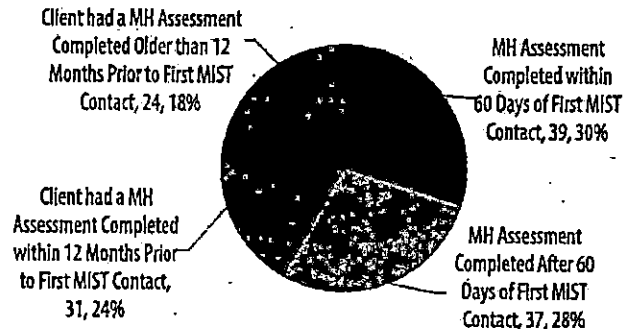
Mental Health (MH) Assessment Status (N = 231)



- Does Not Meet Speciality Mental Health Criteria (13)
- No MH Assessments for Client (87)
- MH Assessment Completed within last year (41)
- MH Assessment Completed, but over 1 year ago (90)

Source: Avatar 1096 Assessment Combined Report, 1/29/18

Assessment Timing for Clients With a MH Assessment (n = 131)



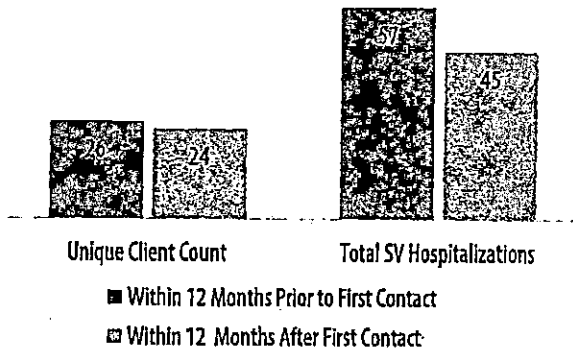
Source: Avatar 1096 Assessment Combined Report, 1/29/18

As of this reporting period, 19% of DHHS/EPD-MIST clients that meet Specialty Mental Health (SMH) Criteria have had a MH Assessment within the last year.

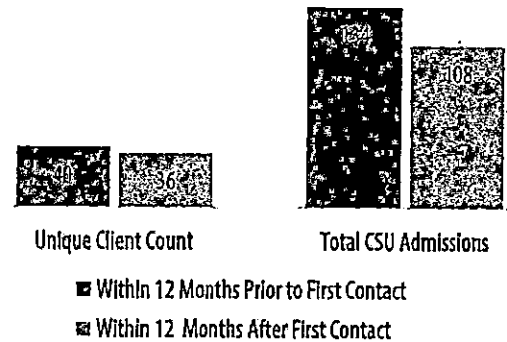
PROGRAM OUTCOMES (DHHS/EPD-MIST) – 12 MONTH LAPSE

This section presents outcomes for those individuals contacted by EPD who were also engaged by DHHS-MIST staff. Expected outcomes for the DHHS/EPD-MIST program include reductions in psychiatric hospitalizations, Crisis Stabilization Unit (CSU) admissions, calls for service (CFS), and arrests for clients served. Psychiatric hospitalizations in Sempervirens (SV), CSU admissions, CFS, and arrests were reviewed for EPD-MIST clients comparing two distinct and equal time periods: 12 months prior to first MIST contact and 12 months following the first MIST contact. It should be noted that hospitalizations and CSU admissions that occur on the same day as the first contact are represented in the Prior to First Contact category. Data for DHHS/EPD-MIST clients contacted (230) were reviewed. Clients that have had a 12-month period lapse since their first MIST contact were included in the analysis below, which included 216 unique individuals.

Psychiatric Hospitalizations (SV) for EPD-MIST Clients



Crisis Stabilization Unit (CSU) Admissions for EPD-MIST Clients



Data Analysis

Source: Avatar Reports, 1/29/18

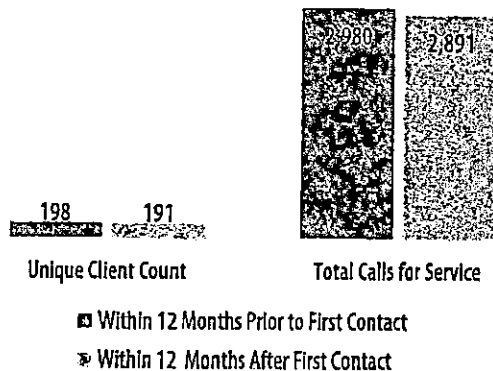
There has been a 7.7% decrease in the number of unique clients admitted to SV, and a 21.1% decrease in hospitalizations for DHHS/EPD-MIST clients.

Data Analysis

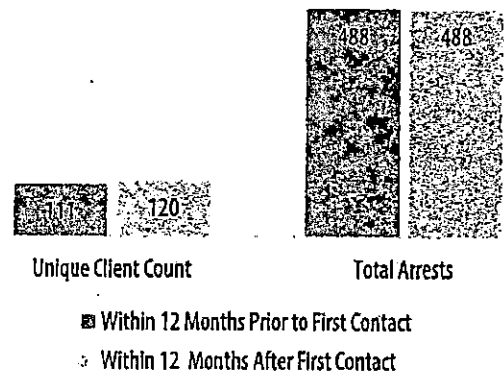
Source: Avatar Reports, 1/29/18

There has been a 7.9% decrease in the number of unique clients admitted to CSU, and a 13.8% decrease in CSU admissions for DHHS/EPD-MIST clients.

Calls for Service (CFS) for EPD-MIST Clients



Arrests for EPD-MIST Clients



Data Analysis

Source: EPD CFS Records

There has been a 3.5% decrease in the number of unique clients with CFS, and a 3.0% decrease in total CFS for DHHS/EPD-MIST clients.

Data Analysis

Source: EPD Arrest Records

There has been an 8.1% increase in the number of unique clients with arrests, and no change in arrests for DHHS/EPD-MIST clients.

EXHIBIT B
QUARTERLY AND FINAL SUMMARY REPORT
 City of Eureka
 Fiscal Year 2018-2019

1. DUE DATES:

Quarterly reports are due one (1) month after the end of each quarter. Quarterly reports will be based on COUNTY fiscal year quarters. The table below shows each fiscal year quarter and the report due dates. CITY must submit a quarterly report for each quarter in which the contract is active. The Final Summary Report is due one (1) month after completion of the contract term.

Quarter	Dates Included	Date Report Due to County
1	July 1 through September 30	October 31
2	October 1 through December 31	January 31
3	January 1 through March 31	April 30
4	April 1 through June 30	July 31
Final Summary Report	Based on contract term	One (1) month after MOU expiration

2. SUBMISSION OF REPORTS:

All reports should be emailed to cao@co.humboldt.ca.us or sent by U.S. mail to the following address:

COUNTY: Humboldt County Administrative Office
 Attention: Elishia Hayes, Senior Administrative Analyst
 825 Fifth Street, Room 112
 Eureka, California 95501

EXHIBIT C

QUARTERLY AND FINAL REPORT FORM

City of Eureka

Fiscal Year 2018-2019



COUNTY OF HUMBOLDT – MEASURE
Report Form

Organization Name: _____ Report Date: _____

Contact Name: _____ Phone: _____

Please attach a narrative report addressing the items outlined in section I below. Feel free to attach any other relevant materials or reports.

I. QUARTERLY NARRATIVE

A. Results/Outcomes

- 1. Please describe the Measure Z activities completed.
- 2. How many people have been served and how.
- 3. Who has benefited from the enhanced services.
- 4. What difference did Measure Z funding make in our community and for the population you are serving? Please quantify the short-term impact of your project for the current year. *If you have evaluation materials that document outcomes and impacts of your work, feel free to attach them in lieu of answering this or other questions.*
- 5. Please quantify the long-term impacts of your project. This would be for the entire time period that Measure Z has funded your project.
- 6. Describe any unanticipated impacts of receiving Measure Z funding, positive or negative, not already described above.

II. FINAL SUMMARY REPORT (please attach a maximum of 2 pages, exclusive of attachments)

A. Lessons Learned

- 1. Describe what you learned based on the results/outcomes you reported in Section A above and what, if any, changes you will make based on your results/outcomes.
- 2. What overall public safety improvements has your organization seen as a result of receiving Measure Z funding?

EXHIBIT D
SOCIAL MEDIA REPORTING REQUIREMENTS
City of Eureka
Fiscal Year 2018-2019

1. DUE DATES:

CITY will post Measure Z updates on CITY-maintained social media accounts within two (2) weeks of submitting quarterly and final reports to COUNTY pursuant to the terms and conditions of this MOU.

2. SOCIAL MEDIA ACCOUNT IDENTIFICATION:

Measure Z updates posted on social media accounts shall clearly identify the agency receiving Measure Z funds and the projects funded by the Measure Z funds that have been allocated thereto. Please indicate below the social media account(s) where CITY will post Measure Z updates:

Social Media (*ie, Facebook*) Account Name (*ie, County of Humboldt – Government*)

3. CONTENT OF SOCIAL MEDIA POSTS:

The social media posts required pursuant to the terms and conditions of this MOU are meant to inform the public of progress with projects funded by Measure Z. As such, CITY's social media posts should summarize the content included in each of the quarterly final reports submitted to COUNTY. Such posts can be done in text or video.

Posts will include "#MeasureZ" on Twitter and Facebook to help the public identify Measure Z posts.

Example Facebook post:

"#MeasureZ update: Over the last quarter we [____brief description of Measure Z activities completed and/or total numbers served____]. During our efforts this quarter we've seen [____brief description of the difference Measure Z funding has made in our community and for the population you are serving____].

ATTACHMENT II - EXHIBIT E
Budget
Agency Name

Invoice Date: _____

Invoice # MZ- _____

Invoice Period: _____

Descriptions	Amounts	Approved Budget	Remaining Balance
A. Personnel Costs			
Title: Salary and Benefits Calculation:			0.00
Duties Description:			
Title: Salary and Benefits Calculation:			0
Duties Description:			
Title: Salary and Benefits Calculation:			0
Duties Description:			
Title: Salary and Benefits Calculation:			0
Duties Description:			
Total Personnel:		0.00	0.00
B. Operational Costs (Rent, Utilities, Phones, etc.)			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Operating Costs:		0	0
C. Consumables/Supplies (Supplies and Consumables should be separate)			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Title:			
Description:			
Total Consumable/Supplies:		0	0

ATTACHMENT II - EXHIBIT E

Budget

Agency Name _____

Invoice Date: _____

Invoice # MZ- _____

Invoice Period: _____

Descriptions	Amounts	Approved Budget	Remaining Balance
D. Transportation/Travel (Local and Out-of-County should be separate)			
Title: _____			
Description: _____			
Title: _____			
Description: _____			
Title: _____			
Description: _____			
Total Transportation/Travel Costs:		0	0
E. Fixed Assets			
Title: _____			
Description: _____			
Title: _____			
Description: _____			
Total Other Costs:		0	0
Invoice Total:		0.00	

ATTACHMENT II - EXHIBIT F

Measure Z - Invoice

Agency Name Coordinator/Contact Address Phone
--

Invoice Date: _____

Invoice # MZ- _____

Invoice Period: _____

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits)	\$0.00	
Operational Costs (Rent, Utilities, Phones, etc.)	\$0.00	
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		\$0.00

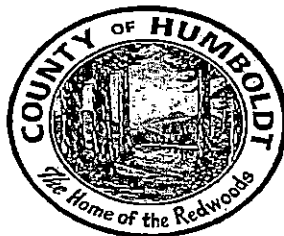
I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date: _____

Print Name and Title: _____

Send invoice to:

COUNTY OF HUMBOLDT
 County Administrative Office
 825 Fifth Street, Room 112
 Eureka Ca 95501



_____ Date

_____ Date

(707) 445-7266