



# COUNTY OF HUMBOLDT

For the meeting of: 9/10/2019

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File #: 19-1263

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**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

**SUBJECT:**

Inter-Departmental Memorandum of Understanding By and Between the Humboldt County Department of Health and Human Services and the Humboldt County Public Defender's Office Regarding the Provision of Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute, the attached inter-departmental memorandum of understanding regarding the provision of supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021; and
2. Authorize the Humboldt County Department of Health and Human Services Director and the Humboldt County Public Defender, or designees thereof, to execute any and all subsequent amendments to the attached inter-departmental memorandum of understanding after review and approval by County Counsel, Risk Management and the County Administrative Office.

**SOURCE OF FUNDING:**

Mental Health Fund

**DISCUSSION:**

On September 5, 2018, the California Business, Consumer Services and Housing Agency issued a Notice of Funding Availability for the Homeless Emergency Aid Program ("HEAP"). HEAP funds are intended to allow counties and cities throughout the State of California to provide immediate emergency assistance to people experiencing, or at risk of experiencing, homelessness ("Target Population").

The parameters of HEAP are intentionally broad in order to allow local governmental agencies to craft programs that meet the specific needs of their communities. As a result, HEAP funds may be used for a variety of purposes including, without limitation, all of the following:

- Direct services such as emergency assistance, homelessness prevention, street outreach, health and safety education and criminal justice diversion programs;
- Rental assistance such as housing voucher, rapid re-housing and eviction prevention programs; and
- Capital improvements to emergency shelters, transitional housing, drop-in centers, permanent supportive housing and other facilities that serve homeless individuals and families.

On January 22, 2019 (Item C-11), the Humboldt County Board of Supervisors authorized the Department of Health and Human Services (“DHHS”) Director to accept HEAP funding in the amount of Two Million Five Hundred Sixty-Five Thousand Two Hundred Forty-Five Dollars and Twenty-Four Cents (\$2,565,245.24). As required by applicable HEAP guidelines, five percent (5%) of the HEAP funds awarded to the County of Humboldt, which equals One Hundred Twenty-Eight Thousand Two Hundred Sixty-Two Dollars and Twenty-Six Cents (\$128,262.26), must be reserved for projects that are intended to support homeless youth within Humboldt County.

On February 15, 2019, DHHS issued a Request for Proposals (“RFP”) which solicited proposals from qualified community organizations interested in working collaboratively with the County of Humboldt to implement various service-based and/or capital improvement projects that address the needs of individuals and families experiencing, or at risk of experiencing, homelessness in accordance with any and all applicable HEAP requirements.

DHHS received a total of fifteen (15) proposals in response to the above-referenced RFP, which contained funding requests totaling Six Million Nine Hundred Eighteen Thousand Nine Hundred Twenty-Two Dollars and Eight Cents (\$6,918,922.08). After reviewing and evaluating each proposal in accordance with the applicable evaluation and selection criteria, the RFP Evaluation Committee, which included three (3) members of the Humboldt Housing & Homeless Coalition, selected a total of eleven (11) projects that are qualified to receive HEAP funding.

On April 16, 2019 (Item C-16), the Humboldt County Board of Supervisors approved funding allocations recommended by the RFP Evaluation Committee for the above-referenced HEAP projects, which included the HEAP project proposed by the Humboldt County Public Defender’s Office (“HCPD”). The attached inter-departmental memorandum of understanding by and between DHHS and HCPD will allow eligible members of the Target Population to receive certain supportive services, including, without limitation, service and resource referral, that are consistent with the County of Humboldt’s goals and objectives for reducing homelessness within Humboldt County for the period of July 1, 2019 through June 30, 2021. It should be noted that the attached inter-departmental memorandum of understanding comes to the Board after the start date thereof due to inadvertent delays that occurred during the contract negotiation process.

Accordingly, DHHS recommends that the Board approve, and authorize the DHHS Director and the Humboldt County Public Defender, or designees thereof, to execute, the attached inter-departmental memorandum of understanding regarding the provision of supportive services to individuals

experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021. It is also recommended that the Board authorize the DHHS Director and the Humboldt County Public Defender, or designees thereof, to execute any and all subsequent amendments to the attached inter-departmental memorandum of understanding, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid unnecessary delays in the provision of needed supportive services to members of the Target Population.

FINANCIAL IMPACT:

The attached inter-departmental memorandum of understanding has a maximum amount payable of Two Hundred Seventy-Four Thousand Five Hundred Ninety-Nine Dollars (\$274,599.00) for the period of July 1, 2019 through June 30, 2021. However, in the event local, state or federal funding is reduced or eliminated, DHHS may reduce the above-referenced maximum amount payable or terminate the attached inter-departmental memorandum of understanding in its entirety.

Expenditure appropriations related to the attached inter-departmental memorandum of understanding have been included in the adopted fiscal year 2019-2020 budget for DHHS - Mental Health HOME budget unit 1170-426. Funding for the attached inter-departmental memorandum of understanding is available through HEAP revenues received by DHHS. As a result, approval of the attached inter-departmental memorandum of understanding will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, supporting self-reliance of citizens, improving the safety and health of our communities and providing appropriate levels of services.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the attached inter-departmental memorandum of understanding by and between DHHS and HCPD regarding the provision of supportive services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County. However, this alternative is not recommended since the attached inter-departmental memorandum of understanding will allow for the provision of needed supportive services to members of the Target Population through the use of funds that would not otherwise be available to the County of Humboldt.

ATTACHMENTS:

1. Inter-Departmental Memorandum of Understanding By and Between the Humboldt County Department of Health and Human Services and the Humboldt County Public Defender's Office Regarding the Provision of Supportive Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

PREVIOUS ACTION/REFERRAL:

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**File #:** 19-1263

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Board Order No.: C-16

Meeting of: 04/16/19

File No.: 19-529; 19-1263