



# COUNTY OF HUMBOLDT

## Legislation Text

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**File #:** 21-428, **Version:** 1

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**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

**SUBJECT:**

Memorandum of Understanding with the California Department of Motor Vehicles Regarding the Issuance of Identification Cards to Individuals Participating in the Project Room Key Program

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Waive the requirements of the Humboldt County Nuclear-Free Ordinance with regard to the attached memorandum of understanding with the California Department of Motor Vehicles;
2. Approve, and authorize the Department of Health and Human Services Director, or a designee thereof, to execute, the attached memorandum of understanding with the California Department of Motor Vehicles regarding the issuance of identification cards to individuals participating in the Project Room Key Program;
3. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding with the California Department of Motor Vehicles, after review and approval by County Counsel, Risk Management and the County Administrative Office; and
4. Direct the Clerk of the Board to provide the Department of Health and Human Services - Contract Unit with one certified copy of the Board Order regarding the attached memorandum of understanding with the California Department of Motor Vehicles.

**SOURCE OF FUNDING:**

N/A

**DISCUSSION:**

Individuals participating in the Project Room Key Program (PRK participants) often need a valid California identification card in order to obtain stable housing. The fact that the California Department of Motor Vehicles (DMV) typically requires individuals to visit a DMV office in order to obtain a replacement identification card can be a serious challenge for PRK participants with certain health and/or transportation barriers.

The attached memorandum of understanding will allow PRK participants who have previously held a

California driver's license or identification card to obtain a replacement identification card without visiting a DMV office. Under the new process set forth in the attached memorandum of understanding, the Humboldt County Department of Health and Human Services (DHHS) will submit a completed application, a No Fee Identification Card Eligibility Verification Form and a current photo of each PRK participant to DMV. DMV will process each eligible application and ship the identification cards to the Eureka field office to be picked up by DHHS staff, who will distribute the identification cards to PRK participants.

It should be noted that the attached memorandum of understanding does not contain a fixed term and will not expire until terminated in accordance with the terms and conditions set forth therein. In addition, the requirements of the Humboldt County Nuclear-Free Ordinance must be waived in order for the attached memorandum of understanding to be approved, since it does not contain a provision which requires DMV to comply with such requirements.

Accordingly, DHHS recommends that the Board approve, and authorize the DHHS Director, or a designee thereof, to execute the attached memorandum of understanding with DMV regarding the issuance of identification cards to eligible PRK participants. It is also recommended that the Board authorize the DHHS Director, or a designee thereof, to execute any and all subsequent amendments to the attached memorandum of understanding with DMV, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary delays in the issuance of identification cards to PRK participants.

#### FINANCIAL IMPACT:

There are no costs associated with the attached memorandum of understanding with DMV. As a result, approval of the attached 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, creating opportunities for improved health and safety, supporting the self-reliance of citizens and providing community-appropriate levels of service.

#### OTHER AGENCY INVOLVEMENT:

None

#### ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached memorandum of understanding DMV regarding the issuance of identification cards to eligible PRK participants. However, this alternative is not recommended since it will limit PRK participants' ability to obtain stable housing.

#### ATTACHMENTS:

1. Memorandum of Understanding with the California Department of Motor Vehicles Regarding the Issuance of Identification Cards to Individuals Participating in the Project Room Key Program

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A