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OAKLAND

2017 SEP 14 PM 4: 53

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Sara Bedford  
Director, Human Services

**SUBJECT:** 2017-2020 Core Housing Resource  
Center Functions and Related  
Services

**DATE:** September 14, 2017

City Administrator Approval

Date:

9/14/17

## RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To:

- 1) Enter Into An Agreement With Alameda County And Accept And Appropriate Funds In The Amount Of \$5,352,324 In Fiscal Year (FY) 17/18, \$4,014,935 In FY 18/19 And \$4,014,935 In FY 19/20 For A Total Amount Of \$13,382,194 For The Provision Of Core Housing Resource Center Functions And Related Services;
- 2) Enter Into Agreements With The City Of Berkeley And The City Of Emeryville And Accept And Appropriate Up To \$28,125 From The City Of Berkeley And Up To \$25,000 From The City Of Emeryville For Core Housing Resource Center Functions For Families For FY 2017-2018;
- 3) Enter Into New Grant Agreements And Amend Existing Grant Agreements With Service Providers To Provide Core Housing Resource Center Functions And Related Services For The Period Of September 1, 2017 Through June 30, 2018, And Amend The Agreements For Two Additional Years Of Funding;
- 4) Amend The Agreements From The Grantors And Accept And Appropriate Additional Funds From Alameda County, The City Of Berkeley Or The City Of Emeryville, For The Same Purpose Within The Grant Period Of September 1, 2017 Through June 30, 2020; And Amend The Grant Agreements With Service Providers To Adjust Or Reallocate The Grant Amounts Within The Same Grant Period;
- 5) Authorize A Contribution From The General Purpose Fund For The Central Service Overhead Charges In An Estimated Amount Of \$20,037 In FY 17/18, \$24,046 In FY 18/19 And \$24,046 In FY 19/20 For A Total Of \$68,129;

Item: \_\_\_\_\_  
Life Enrichment Committee  
September 26, 2017

- 6) **Appropriate Funds From The Touraine Hotel Lease Revenues Received For FY 17/18, FY 18/19 And FY 19/20; And**
- 7) **Create A 1.0 Full Time Employee (FTE) Program Analyst II Position To Oversee The Oakland Coordinated Entry System.**

### **EXECUTIVE SUMMARY**

Beginning in the fall of 2017, Alameda County will implement regional Housing Resource Centers (HRCs) to act as centralized hubs for allocating resources to people experiencing homelessness. HRCs will provide a set of common core services within defined geographic regions. These services will include assessment, housing problem solving, matching and referrals to available programs, and mainstream system connections to a wide array of other services either offered on site or through partnerships.

Adoption of the proposed resolution would allow the City Administrator to accept and allocate funds from Alameda County to create Housing Resources Centers (HRCs) within Oakland. The U.S. Department of Housing and Urban Development (HUD) has mandated that all communities implement a coordinated entry system by January 2018 as their method for distributing homeless resources. HRCs are a core component of the County's Coordinated Entry System.

The resolution would allow the City Administrator to enter into an agreement with Alameda County (hereinafter "County") to accept funds in the amount of \$13,382,194 for the period of September 1, 2017 through June 30, 2020. The funds are to be used to create and operate Oakland's Housing Resource Centers and related activities. The proposed resolution also authorizes the City Administrator to enter into agreements with the City of Emeryville and the City of Berkeley and accept and appropriate funding for the North County Family Housing Resource Center, the Family Front Door.

The proposed resolution authorizes the City Administrator to enter into new grant agreements and amend existing grant agreements with service providers to provide housing resource center functions and services from September 1, 2017 through June 30, 2018, and authorizes the City Administrator to extend these agreement and amendments for two additional years of funding, through June 30, 2020.

### **BACKGROUND / LEGISLATIVE HISTORY**

On February 21, 2017, a resolution and report was presented to the City Council to accept funds from the Federal Department of Housing and Urban Development (HUD), Continuum of Care (CoC) and enter into grant agreements with homeless services providers to operate transitional housing and rapid rehousing programs. (86607 C.M.S.)

On July 18, 2017, a report was presented to the City Council to support entering into grant agreements with homeless services providers to support the City's PATH strategy to address homelessness in Oakland. The services funded under this strategy include street outreach,

emergency shelter, services in permanent supportive housing, and rapid rehousing. Funding for these services comes from many funding streams including Emergency Solutions Grant (ESG), Community Development Block Grant (CDBG); Oakland General Purpose Funds; and Alameda County Social Services. (86856 C.M.S.)

Taken together, the HUD CoC funded programs and the programs that are part of the PATH Strategy comprise the backbone of the City's homeless services delivery system. This system, in conjunction with the larger Alameda County homeless delivery system, is poised to undergo significant change in the coming months as a new system for allocating resources, Coordinated Entry, is implemented.

## **ANALYSIS AND POLICY ALTERNATIVES**

### ***Coordinated Entry***

Coordinated Entry is a standardized method to connect people experiencing homelessness to the resources available in a community. Like the triage desk in an Emergency Department of a hospital, a Coordinated Entry System (CES) assesses the conditions of the people who are in need and prioritizes them for assistance. The U.S. Department of Housing and Urban Development, local funders, such as the City of Oakland and the Alameda County Health Care Services Agency and Alameda County Department of Housing and Community Development are also requiring that all dedicated homeless resources be accessed through Coordinated Entry.

HUD has **mandated** that all communities implement a coordinated entry system by January 2018 as their method for distributing homeless resources including housing navigation (street based case management), transitional/interim housing, permanent supportive housing (PSH), rapid rehousing (RRH), and other interventions. All agencies receiving Federal or State funds for programs serving homeless people, such as HUD Continuum of Care (CoC) and Emergency Solutions Grants (ESG), must participate in the Coordinated Entry System (CES). In Alameda County entry system is to ensure that all people who are homeless or who are experiencing a housing crisis that is likely to lead to homelessness are quickly identified, assessed and connected to housing and other assistance based on their needs and the availability of resources. Coordinated entry seeks to reduce homelessness by minimizing the amount of time that people spend unsheltered by quickly sheltering them, when needed, and to reduce time spent homeless by preserving housing arrangements and/or quickly moving them into safe and stable housing.

Coordinated entry processes help communities prioritize housing assistance based on vulnerability and the severity of housing barriers to ensure that people who need assistance the most receive it in a timely manner. It incorporates standardized tools and uniform assessment and referral processes to determine and secure the most appropriate response to each household's immediate and long-term housing needs. Coordinated entry also provides information about service needs and gaps to help communities plan their assistance and identify needed resources.

HUD requires that coordinated entry include:

- One low-barrier entry point (or a coordinated set of entry points) that is well publicized and easily accessible (*These may include in-person, phone or internet access*);
- A standardized screening, intake and assessment process;
- A referral process that matches people to the services available to resolve their homelessness;
- Prioritization based on housing status and history, vulnerability, and service needs (not "first come, first served");
- A shared data system among participating programs.

Over the past two years, Alameda County stakeholders have established parameters for the design of a coordinated entry system for the County. A key design factor of the new system is the creation of a linked network of Housing Resource Centers (HRCs) with countywide geographic coverage. HRCs will provide a set of common core services within defined geographic regions. These services will include assessment, housing problem solving, matching and referrals to available programs, and mainstream system connections to a wide array of other services either offered on site or through partnerships.

In February 2017 Alameda County's Health Care Services Agency (HCSA) and Housing and Community Development Department (HCD) released a Request for Proposal (RFP) for Housing Resources Centers and Coordinated System to Prevent and End Homelessness. The intent of the funding is to create a network of regional Housing Resource Centers to implement services as part of a Coordinated Entry System (CES) for persons experiencing homelessness or at-risk of homelessness throughout Alameda County. The system will focus on helping people get and keep permanent housing as quickly as possible.

Funding under the RFP was divided into five regions, and was based on an estimated demand for homeless services across the regions using point-in-time homeless count information, annual data collected in the county-wide Homeless Management Information System, and recent poverty data. Each region will operate a Housing Resource Center(s) (HRCs) which are the key entry points to the coordinated entry system.

In early April 2017, the City of Oakland applied to be the lead entity to operate Core Housing Resource Center(s) for homeless adults for the North County/Oakland region (includes Oakland and Piedmont) as well as for families for the North County/Oakland and North County/Berkeley regions (includes Oakland, Piedmont, Berkeley, Albany, and Emeryville). The County required that the City apply with all of its sub grantee partners identified at the time of application. The City was notified in late April that it was selected for funding under this RFP.

### ***HRC Populations, Grantees and Activities***

The City of Oakland, in partnership with its non-profit providers will operate three HRCs in Oakland:

- **Families:** The Family Front Door, an existing coordinated entry system for Oakland's homeless families will expand to serve all homeless families in North County (Oakland, Berkeley, Emeryville, Albany, Piedmont). Building Futures for Women and Children and East Oakland Community Project are the sub-contractors for this project.
- **Single Adults –primary site:** The primary HRC for singles will be located in the basement of the Housing Fast Support Network (HFSN) in downtown Oakland. This site will serve single homeless adults in Oakland. Bay Area Community Services (BACS) is the subcontractor for this project.
- **Single Adults- satellite site:** The satellite HRC for single adults in Oakland will be located in East Oakland in the Crossroads Shelter building. This site will serve single homeless adults in Oakland who would prefer to connect to services in East Oakland. East Oakland Community Project is the sub-contractor for this project.

Homeless youth will be able to access services at either the single adult or family HRCs depending on their needs. Under its contract with the County, the City, in collaboration with its sub-contractors, will be responsible for providing assessment, housing problem solving, matching and referrals to homeless resources and referrals to mainstream services (i.e., benefits, health care, supportive employment, etc.) for all literally homeless individuals in the covered areas. Additional contracted services include intensive street based housing navigation (case management) to help chronically homeless and high-need individuals find permanent housing, street outreach and tenancy sustaining services to support housing retention once high needs homeless individuals have moved into housing. The subcontractors will also administer financial assistance to clients for housing problem-solving, rapid re-housing, and client move-in assistance. A description of these activities is summarized below:

**Assessment:** Every HRC will screen, assess, and refer clients using a standardized tool and prioritization and referral protocols. This will include a prioritization method that will govern how available resources are targeted based on the information gathered during the assessment process.

**Housing Problem Solving:** HRC's will work on problem solving to assist people to resolve their homelessness without needing to enter the homeless services system. Staff will explore a household's current housing crisis, provide concrete problem solving advice and help the client think creatively about his/her housing options. The intervention tries to resolve the household's homelessness permanently, and, if needed, to assist in finding a temporary solution that is not the streets or shelter, while additional services are provided.

**Housing Navigation:** Housing navigation, formerly known as housing case management, includes developing housing location and stabilization plans with literally homeless clients who qualify for navigation assistance. Only clients who are assessed to be the most vulnerable (long time homeless and high levels of medical or mental health needs) will qualify for the housing navigation services that are funded through this county contract. Housing Navigators serve as the homeless individual's advocate throughout the process of locating and obtaining housing.

**Mainstream System Connections:** HRCs will help connect clients to other mainstream services within the region, including public benefits, health care, alcohol and drug treatment, education and employment services.

**Matching and Referrals:** HRCs will make prioritized referrals into openings in shelters, transitional housing, rapid rehousing and other housing and service programs within their region or across the county. These matches will be based on the prioritization from the assessment process.

In addition to the activities of the HRC, the county funding also includes related activities. The City will subcontract with Operation Dignity, Allen Temple and Roots Health Center for the provision of Street Outreach services and with Abode Services and Lifelong Medical Services for the provision of Tenancy Sustaining Services. These services are defined below:

**Street Outreach:** Mobile outreach teams that go out into the community to locate and engage with unsheltered individuals living in places not meant for human habitation, especially those who are unlikely to independently access services. Outreach will be closely linked to HRC's and to Housing Navigators.

**Tenancy Sustaining Services:** Once homeless individuals are housed many will need ongoing support to sustain tenancy. Tenancy sustaining services support individuals to maintain housing and ensure they have the necessary tools to integrate into their communities. Services may include identification and intervention for behaviors that may jeopardize housing and coaching on relationships with landlords, how to pay bills, etc.

### ***Funding***

The Housing Resource Centers and related functions are being funded by a combination of three specific Alameda County sources that are dedicated to this purpose. These include:

- Whole Person Care (WPC) funds: a pilot program under Medi-Cal Section 1115 Waiver which is targeted to "high utilizers" of expensive health care services; Recognizing that people need basics such as housing and food to stay in good health, the WPC pilot allows grantees to use Medi-Cal funding for services not usually thought of as healthcare, such as helping people find and stay in housing, and for infrastructure that supports system integration.
- "Boomerang" funds: an annual allocation of funds resulting from the dissolution of the County's Redevelopment Agency, which will be targeted to addressing affordable housing and homelessness; and
- Federal Continuum of Care Funds: funds from the U.S. Department of Housing and Urban Development (HUD) which can cover certain costs of operating a county-wide Coordinated Entry System.

### ***Increased Efficiencies***

The shift from a system of first come, first served to one that prioritizes people based on chronic homeless status, vulnerability, and need is a significant change in approach and structure. Most

jurisdictions, like Oakland, do not have enough services, housing, or funding to end homelessness in their communities. Prioritization focuses limited resources on those with the most barriers to housing, who also use the most resources within the system, and thus are the costliest to serve. These individuals are most affected by homelessness and are the least likely to successfully find housing on their own. Over time, as the system houses people with the highest barriers, we anticipate that resources will be freed up to serve those with lower barriers.

### ***Increased Resources to the Homeless Services System***

The new funding included in this report will add significant resources to the current homeless services delivery system. These resources include:

- Four new Street Outreach staff working collaboratively across three agencies: Operation Dignity, Roots Community Health Center, and Allen Temple Social Services and integrated into existing City and County outreach efforts whenever possible
- Eight point five (8.5) Housing Navigation staff who will provide intensive, street based services to a minimum of 212 high needs, literally homeless individuals each year. Positions based at Bay Area Community Services and East Oakland Community Project.
- Four Intake/Assessment staff who will identify, assess, prioritize, and match literally homeless people to resources. Positions based at Bay Area Community Services and East Oakland Community Project.
- 15.5 new Tenancy Sustaining staff who will support up to 620 formerly homeless individuals per year to maintain their housing. Positions based at Abode Services and Lifelong Medical Services.
- Up to \$1,600,000 in flexible housing funds for high needs homeless households— move in funds, rapid rehousing subsidies, housing problem solving funds

### ***Current Implementation of Coordinated Entry***

While the Countywide launch of coordinated entry is happening in October, 2017, components of this new system have already begun to operate as pilots. In Oakland, the Family Front Door (FFD) is Oakland's current coordinated entry system for homeless families. The program is a collaborative that includes Building Futures with Women and Children (BFWC), East Oakland Community Project (EOCP), and the City of Oakland's Human Services Department. The FFD provides a single point of entry for families in Oakland who are experiencing a housing crisis. Literally homeless families are assessed and prioritized for a range of interventions including interim housing, rapid rehousing and permanent supportive housing. The partners also work to secure shelter for those families that need it. The majority of literally homeless families are assisted with rapid rehousing assistance. Non-literally homeless families are provided with "problem solving" referrals and assistance to maintain or locate housing outside of the homeless services system. Under this new funding the FFD will expand to service homeless families in all North County.

In addition to Oakland's family CES, the City of Berkeley is operating CES for all homeless populations, Alameda County has launched Home Stretch, CES for Permanent Supportive Housing opportunities, and EveryOne Home supports all providers of housing for veterans to work together from a coordinated and prioritized list of homeless veterans.

### ***Measuring Impact***

The new Coordinated Entry System and the HRCs will focus on meeting federal HUD system performance measures for ending homelessness in a community. These include:

- Length of time people remain homeless (avg. number of days)
- Percent of people who exit system to permanent housing
- Percent of people in permanent housing who retain their housing at 6 months, 12 months and 36 months
- Percent of clients who exit homelessness to permanent housing destinations and return to homelessness at 6 months 12 months, and 24 months
- Percent of clients with an increase in income

All grantees will be required to submit monthly and quarterly reports to the City to report on these and other activities. In addition, grantees will track and report on measures such as numbers of outreach contacts, numbers of assessments/prioritizations completed, numbers of households successfully assisted with housing problem solving, and numbers of clients enrolled in Housing Navigation. The City will also closely monitor process measures to ensure that the new system is working smoothly for clients. Process measures include length of time it takes to successfully house someone, length of time to complete service plans, and ensuring that all grantees are doing real time (within 2 business days) data entry.

### ***Summary***

The Point-in-Time Homeless Count and Survey (January 2017) estimates that there are 2761 homeless persons in Oakland on any given day of whom 1902 are unsheltered. The number of people experiencing homelessness in Oakland has increased 20 percent since the 2015 count while the number of people experiencing unsheltered homelessness has increased 27 percent since the 2015 count. Deeply affordable housing, with supportive services offered to those who need them continues to be the solution to homelessness in Oakland. However, the revamping of the homeless services system through the implementation of Coordinated Entry provides an opportunity to both increase the efficiency and effectiveness of the homeless services system and provides a significant infusion of new resources.

HUD requires that every community receiving HUD funding throughout the country operate a CES. Alameda County receives almost \$34 million each year from HUD Continuum of Care funds for homeless services, with approximately \$5,000,000 of that going to the City of Oakland. In addition, the City of Oakland receives approximately \$640,000 in HUD ESG funds. All of these funds would all be at risk of recapture if the County did not develop a CES and the City did not participate.

### **FISCAL IMPACT**

Approval of this resolution will authorize the City Administrator to enter into a contract with Alameda County and accept funds in the amount of \$13,382,194 for the provision of core housing resource center functions and related services for the period of September 1, 2017 through June 30, 2020. Grant funds in the amounts of \$5,352,324 in year one Fiscal Year (FY) 17/18 and \$4,014,935 in years two and three FY 18/19 and FY 19/20 will be appropriated in



each fiscal year. The funding will be appropriated to the following code: Project 1003913, Org 78411, ExpenditureType 46319, Task 1-Default, Award 23299. Approval of the resolution will authorize the City Administrator to accept and appropriate funding in an amount up to \$28,125 from the City of Berkeley (Project 1003912, Org 78411, ExpenditureType 46420, Task 1-Default, Award 23298), and funding in an amount up to \$25,000 from the City of Emeryville (Project 1003911, Org 78411, ExpenditureType 46420, Task 1-Default, Award 23297).

The funds will be allocated towards the grant agreements and grant amendments in the tables below.

<b>FY 17/18: Funding for Oakland Housing Resource Centers and Related Functions New Grant Agreements</b>		
<b>Grantee</b>	<b>Service</b>	<b>Up To Amount County Funds</b>
Bay Area Community Services	Core HRC Functions	\$2,512,000
East Oakland Community Project	Core HRC Functions	\$778,976
Roots Community Health Center	Street Outreach	\$109,922
Allen Temple Health & Social Services Ministries	Street Outreach	\$31,270
Abode Services	Tenancy Support	\$764,671
Lifelong Medical Care	Tenancy Support	\$764,671
<b>Total New Grants</b>		<b>\$4,961,510</b>

<b>FY 17/18: Funding for Oakland Housing Resource Centers and Related Functions Amended Grant Agreements</b>					
<b>Grantee</b>	<b>Service</b>	<b>Up To An Additional Amount</b>			<b>Total</b>
		<b>County Funds</b>	<b>Berkeley</b>	<b>Emeryville</b>	
Building Futures with Women and Children	Core HRC Functions	\$52,215	\$28,125	\$25,000	\$105,340
Operation Dignity	Street Outreach	\$192,432			\$192,432
<b>Total Amended Grants</b>					<b>\$297,772</b>

To support the Human Services Department in the administration of these grant agreements and to support the programs and activities outlined in this report, a new 1.0 FTE Program

Analyst II position that manages all of the Coordinated Entry grants and has project oversight is required. This position's fully burdened costs are \$130,125 in FY17/18 and \$160,724 per year in FY18/19 and FY19/20. Administrative funds to implement the HRCs are capped at 10% and this small amount is shared with our nine sub-contractors. This administrative cap is insufficient to manage the grant and therefore, the Human Services Department (HSD) is recommending a contribution from the General Purpose Fund equivalent to the full Central Services Overhead charges associated with this grant in an estimated amount of \$20,037 in FY17/18 and \$24,046 per year in FY18/19 and FY19/20.

Further, the proposed resolution authorizes the City Administrator to accept and appropriate additional funds from Alameda County, the City of Berkeley, and the City of Emeryville, as funds become available, to fund HRCs and related services and amend the grant agreements with the service providers to adjust or reallocate the grant amounts for the period of September 1, 2017 through June 30, 2020 without returning to Council.

Funds to support the HRCs and related activities referenced in this report were approved by the Alameda County Board of Supervisors at its meeting of September 12, 2017 (Contract Reference No. 15654).

Additionally, under the new regional coordinated entry system, the primary HRC for singles will be located in the basement of the Housing Fast Support Network (HSFN) in the City's Touraine Hotel building. HSFN is funded annually by the HUD Continuum of Care grant, and the City receives approximately \$102,577 of annual lease revenues from HSFN. The proposed resolution requests authority to appropriate the annual lease revenues to pay for maintenance and repairs to the Touraine Hotel building. Funds will be appropriated within the duration of the grant in FY 17/18, 18/19 and 19/20 in the Multi Service Center/Rent Fund (1882), Community Housing Services Org (78411), Touraine Hotel Henry Project (1000541), Fostering Safe and Healthy Communities Program (SC22).

### **PUBLIC OUTREACH / INTEREST**

This report did not require public outreach other than the posting of this report on the website.

### **COORDINATION**

Coordination has occurred between the HSD, the Office of the City Attorney, and Budget Bureau in the preparation of this report and resolution. In addition, coordination has occurred between the HSD, Alameda County HCD Department, Alameda County Healthcare Services Administration, and Everyone Home.

## **PAST PERFORMANCE, EVALUATION AND FOLLOW-UP**

Most of the agencies in this report are longstanding grantees with the City of Oakland Human Services Department and have performed well in past grant agreements providing similar homeless services. Some examples of these outcomes are below.

- Bay Area Community Services (BACS) is the operator of the HFSN Interim Housing Program. In FY 16/17 the program served almost 300 people with 80% of clients exiting to permanent housing.
- East Oakland Community Project (EOCP) currently is the grantee for 5 projects with the City of Oakland. Their family transitional housing programs exit over 80% of families to permanent housing and over 50% of exits from the EOCP Crossroads Emergency Shelter were to permanent housing, well above the county benchmark of 30%.
- Operation Dignity (OD) provides street outreach and street based case management to literally homeless people in Oakland. They routinely provide over 28,000 units of harm reduction supplies (food, water, hygiene kits, etc.) each year.
- Building Futures for Women and Children (BFWC) is a partner, along with the City and EOCP, in the Family Front Door Coordinated Entry program and provided services to over 90 literally homeless families in FY 16/17.
- Lifelong Medical Services is a current grantee of the City of Oakland to provide tenancy sustaining services to formerly homeless individuals at the California and Harrison Hotels. In FY 16/17 99% of clients maintained their housing or exited to other permanent housing situations.
- Abode Services provided housing placement services to clients of the OPRI program. This program houses clients directly from the streets. In FY 16/17, 78% of clients had maintained their housing for at least three years.
- Roots Health Center has been a grantee with Oakland Unite for 1.5 years. During this time period Roots met or exceeded all their deliverables, which included providing over 950 hours of case management to 40 participants at highest risk for violence and expanding access to mental health services for Oakland Unite case management participants, serving 26 individuals in the contract period.

## **SUSTAINABLE OPPORTUNITIES**

**Economic:** As noted in the report, all funds identified in this report are for the purpose of providing housing and services to the homeless to eliminate and prevent homelessness. Such outcomes are achieved through rapid rehousing assistance

**Environmental:** The provision of housing for at-risk and homeless persons is intended to address the environmental degradation caused by homeless families and individuals precariously housed or living on the streets.

**Social Equity:** The expenditure of these funds is targeted to the most vulnerable and at-risk populations in this City and is providing essential and basic human services, housing and support.

**ACTION REQUESTED OF THE CITY COUNCIL**

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To:

- 1) Enter Into An Agreement With Alameda County And Accept And Appropriate Funds In The Amount Of \$5,352,324 In Fiscal Year (FY) 17/18, \$4,014,935 In FY 18/19 And \$4,014,935 In FY 19/20 For A Total Amount Of \$13,382,194 For The Provision Of Core Housing Resource Center Functions And Related Services;
- 2) Enter Into Agreements With The City Of Berkeley And The City Of Emeryville And Accept And Appropriate Up To \$28,125 From The City Of Berkeley And Up To \$25,000 From The City Of Emeryville For Core Housing Resource Center Functions For Families For FY 2017-2018;
- 3) Enter Into New Grant Agreements And Amend Existing Grant Agreements With Service Providers To Provide Core Housing Resource Center Functions And Related Services For The Period Of September 1, 2017 Through June 30, 2018, And Amend The Agreements For Two Additional Years Of Funding;
- 4) Amend The Agreements From The Grantors And Accept And Appropriate Additional Funds From Alameda County, The City Of Berkeley Or The City Of Emeryville, For The Same Purpose Within The Grant Period Of September 1, 2017 Through June 30, 2020; And Amend The Grant Agreements With Service Providers To Adjust Or Reallocate The Grant Amounts Within The Same Grant Period;
- 5) Authorize A Contribution From The General Purpose Fund For The Central Service Overhead Charges In And Estimated Amount Of \$20,037 In FY 17/18, \$24,046 In FY 18/19 And \$24,046 In FY 19/20 For A Total Of \$68,129;
- 6) Appropriate Funds From The Touraine Hotel Lease Revenues Received For FY 17/18, FY 18/19 And FY 19/20; And
- 7) Create A 1.0 Full Time Employee (FTE) Program Analyst II Position To Oversee The Oakland Coordinated Entry System.

For questions regarding this report, please contact Lara Tannenbaum, Community Housing Services Acting Manager, at 238-6187.

Respectfully submitted,

  
\_\_\_\_\_  
SARA BEDFORD  
Director, Human Services Department

Community Housing Services Division  
Reviewed by: Sara Bedford, Director  
Prepared by: Lara Tannenbaum, Acting Manager

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

# OAKLAND CITY COUNCIL

*Macaulay*  
City Attorney

2017 SEP 14 PM 4:58

RESOLUTION No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO:**

- 1) ENTER INTO AN AGREEMENT WITH ALAMEDA COUNTY AND ACCEPT AND APPROPRIATE FUNDS IN THE AMOUNT OF \$5,352,324 IN FISCAL YEAR (FY) 17/18, \$4,014,935 IN FY 18/19 AND \$4,014,935 IN FY 19/20 FOR A TOTAL AMOUNT OF \$13,382,194 FOR THE PROVISION OF CORE HOUSING RESOURCE CENTER FUNCTIONS AND RELATED SERVICES;
- 2) ENTER INTO AGREEMENTS WITH THE CITY OF BERKELEY AND THE CITY OF EMERYVILLE AND ACCEPT AND APPROPRIATE UP TO \$28,125 FROM THE CITY OF BERKELEY AND UP TO \$25,000 FROM THE CITY OF EMERYVILLE FOR CORE HOUSING RESOURCE CENTER FUNCTIONS FOR FAMILIES FOR FY 2017-2018;
- 3) ENTER INTO NEW GRANT AGREEMENTS AND AMEND EXISTING GRANT AGREEMENTS WITH SERVICE PROVIDERS TO PROVIDE CORE HOUSING RESOURCE CENTER FUNCTIONS AND RELATED SERVICES FOR THE PERIOD OF SEPTEMBER 1, 2017 THROUGH JUNE 30, 2018, AND AMEND THE AGREEMENTS FOR TWO ADDITIONAL YEARS OF FUNDING;
- 4) AMEND THE AGREEMENTS FROM THE GRANTORS AND ACCEPT AND APPROPRIATE ADDITIONAL FUNDS FROM ALAMEDA COUNTY, THE CITY OF BERKELEY OR THE CITY OF EMERYVILLE, FOR THE SAME PURPOSE WITHIN THE GRANT PERIOD OF SEPTEMBER 1, 2017 THROUGH JUNE 30, 2020; AND AMEND THE GRANT AGREEMENTS WITH SERVICE PROVIDERS TO ADJUST OR REALLOCATE THE GRANT AMOUNTS WITHIN THE SAME GRANT PERIOD;
- 5) AUTHORIZE A CONTRIBUTION FROM THE GENERAL PURPOSE FUND FOR THE CENTRAL SERVICE OVERHEAD CHARGES IN AND ESTIMATED AMOUNT OF \$20,037 IN FY 17/18, \$24,046 IN FY 18/19 AND \$24,046 IN FY 19/20 FOR A TOTAL OF \$68,129;
- 6) APPROPRIATE FUNDS FROM THE TOURAINÉ HOTEL LEASE REVENUES RECEIVED FOR FY 17/18, FY 18/19 AND FY 19/20; AND
- 7) CREATE A 1.0 FULL TIME EMPLOYEE (FTE) PROGRAM ANALYST II POSITION TO OVERSEE THE OAKLAND COORDINATED ENTRY SYSTEM

**WHEREAS**, the Alameda County (hereafter "County") has awarded the City of Oakland \$13,382,194 for the period of September 1, 2017 through June 30, 2020, to implement Core Housing Resource Center functions and related services to create a regional coordinated entry system to prioritize and connect people experiencing homelessness to the resources available in a community; and

**WHEREAS**, the Core Housing Resource Center functions will include serving families in all North County, including Berkeley and Emeryville, through a North County family coordinated entry system, the Family Front Door; and

**WHEREAS**, the City of Berkeley is contributing up to \$28,125 for the operation of the Family Front Door and the City of Emeryville is contributing up to \$25,000 for the operation of the Family Front Door for Fiscal Year (FY) 17/18; and

**WHEREAS**, the City will enter into new grant agreements and amend existing grant agreements with housing and service providers to implement Core Housing Resource Center functions and related services; and

**WHEREAS**, the Human Services Department wishes to fund a 1.0 Full Time Employee (FTE) Program Analyst II position in an estimated amount of \$130,125 in FY 17/18 and \$160,724 per year in FY 18/19 and FY 19/20 to oversee the contracting, invoicing, implementation, and oversight of the Oakland Coordinated Entry System; and

**WHEREAS**, staff is seeking a contribution from the General Purpose Fund in the estimated amounts of \$20,037 in FY 17/18, \$24,046 in FY 18/19 and \$24,046 in FY 19/20 for a total of \$68,129 to offset Central Service Overhead charges for the period of September 1, 2017 through June 30, 2020; and

**WHEREAS**, the Housing Fast Support Network ("HFSN"), located in the Touraine Hotel building and owned by the City, will be the location of a Housing Resource Center under the new regional coordinated entry system; and

**WHEREAS**, the HFSN is funded annually through HUD Continuum of Care grant funds and leases the Touraine Hotel to operate the multi-service center for homeless people; and

**WHEREAS**, lease revenues of approximately \$102,577 per year are received by the City and set aside into the Multi Service Center/Rent Fund (1882); and

**WHEREAS**, staff is seeking authority to appropriate the annual lease revenues received from the HFSN to pay for maintenance and repairs to the Touraine Hotel building which will be the location of the Housing Resource Center under the new regional coordinated entry system; now, therefore be it

**RESOLVED:** That the City Administrator is hereby authorized to enter into an agreement with the County and accept and appropriate funding in the amount of \$5,352,324 in FY 17/18, \$4,014,935 in FY18/19 and \$4,014,935 in FY 19/20 for a total amount of \$13,382,194 to implement Core Housing Resource Center functions and related services for the period of September 1, 2017 through June 30, 2020; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to enter into an agreement with the City of Berkeley and accept and appropriate funding in the amount of \$28,125 from the City of Berkeley to implement Core Housing Resource Center functions for families for FY 17/18; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to enter into an agreement with the City of Emeryville and accept and appropriate up to \$25,000 to implement Core Housing Resource Center functions for families for FY 17/18; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to enter into new grant agreements and amend existing grant agreements with the housing and service providers in the tables below to implement Core Housing Resource Center functions and related services for the period of September 1, 2017 through June 30, 2018;

<b>FY 17/18: Funding for Oakland Housing Resource Centers and Related Functions New Grant Agreements</b>		
<b>Grantee</b>	<b>Service</b>	<b>Up To Amount</b>
		<b>County Funds</b>
Bay Area Community Services	Core HRC Functions	\$2,512,000
East Oakland Community Project	Core HRC Functions	\$778,976
Roots Community Health Center	Street Outreach	\$109,922
Allen Temple Health and Social Services Ministry	Street Outreach	\$31,270
Abode Services	Tenancy Support	\$764,671
Lifelong Medical Care	Tenancy Support	\$764,671
<b>Total New Grants</b>		<b>\$4,961,510</b>

<b>FY 17/18: Funding for Oakland Housing Resource Centers and Related Functions Amended Grant Agreements</b>					
<b>Grantee</b>	<b>Service</b>	<b>An Additional Amount Up To</b>			<b>Total</b>
		<b>County Funds</b>	<b>Berkeley</b>	<b>Emeryville</b>	
Building Futures with Women and Children	Core HRC Functions	\$52,215	\$28,125	\$25,000	\$105,340
Operation Dignity	Street Outreach	\$192,432			\$192,432
<b>Total Amended Grants</b>					<b>\$297,772</b>

and be it;

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to amend the above grant agreements and amendments for two additional years of funding for FY 18/19 and FY 19/20 without exceeding the total grant funding allocated in those fiscal years from the Alameda County, City of Berkeley and City of Emeryville without returning to Council; and be it

**FURTHER RESOLVED:** that the City Administrator is authorized to add a 1.0 FTE Program Analyst II position to oversee the contracting, invoicing, implementation, and oversight of the Oakland Coordinated Entry System; and be it

**FURTHER RESOLVED:** that the City Administrator is authorized to appropriate annual lease revenues of approximately \$102,577 per year in FY 17/18, FY 18/19 and FY 19/20 received within the duration of the grant in the Multi Service Center/Rent Fund (1882), Community Housing Services Organization (78411), Touraine Hotel Henry Project (1000541), Fostering Safe and Healthy Communities Program (SC22) from HFSN for the purpose of building repairs and maintenance at the Touraine Hotel and case management for former HFSN families in; and

**FURTHER RESOLVED:** That the City Administrator is authorized to conduct all negotiations, execute and submit all documents, including but not limited to, applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary for the above agreements; and be it

**FURTHER RESOLVED:** That the City Council authorizes the City Administrator to allocate the \$13,382,194 funding from the County to the County of Alameda: Grants Fund (2160), Community Housing Services Org (78411), Core HSG Ctrs FY1718 Alameda Project (1003913), Fostering Safe and Healthy Communities Program (SC22), and to allocate the funding from the City of Berkeley to the Social Services Grants Fund (2994), Community Housing Services Org (78411), Core HSG Ctrs FY1718 Berkeley Project (1003912), Fostering Safe and Healthy Communities Program (SC22), and to allocate the funding from the City of Emeryville to the Social Services Grants Fund (2994), Community Housing Services Org (78411), Core HSG Ctrs FY1718 Emeryville Project (1003911), Fostering Safe and Healthy Communities Program (SC22); and be it

**FURTHER RESOLVED:** That the City Administrator or her designee is hereby authorized to accept and appropriate additional funds from the Alameda County, City of Berkeley and City of Emeryville, as funds become available, for the same purpose to fund the Core Housing Resource Center functions and related services within the grant period of September 1, 2017 through June 30, 2020 without returning to council; and be it

**FURTHER RESOLVED:** That the City Council authorizes a contribution from the General Purpose Fund to offset Community Housing Services Central Service Overhead charges associated with this grant in the estimated amounts of \$20,037 in FY 17/18, \$24,046 in FY 18/19 and \$24,046 in FY 19/20 for a total of \$68,129 for period of September 1, 2017 through June 30, 2020; and be it

**FURTHER RESOLVED:** That the City Administrator is hereby authorized to amend the above grant agreements and amendments with the service providers to adjust or reallocate the grant amounts within the 2017-2018, 2018-2019, and 2019-2020 grant terms without returning to Council; and be it

**FURTHER RESOLVED:** That the Agreements authorized under this resolution shall be reviewed as to form and legality by the Office of the City Attorney and copies will be filed in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES- BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, AND PRESIDENT REID

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California