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OFFICE OF THE CITY CLERK  
OAKLAND

# AGENDA REPORT

2019 OCT 10 PM 4:18

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

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

**SUBJECT:** Homeless Emergency Aid Program  
(HEAP) County Allocation

**DATE:** September 30, 2019

City Administrator Approval

Date:

10/10/19

## RECOMMENDATION

**Staff Recommends That The City Council Adopt The Following Pieces Of Legislation:**

**1. A Resolution:**

- 1) **Accepting And Appropriating Homeless Emergency Aid Program (HEAP) Grant Funds From Alameda County In The Amount Of \$3,119,038.73 For Fiscal Years 2019-21 Emergency Homeless Services Programs; And**
- 2) **Authorizing The City Administrator To:**
  - A. **Enter Into An Agreement With Alameda County To Receive The HEAP Grant Funds; And**
  - B. **Award And Execute A Grant Agreement With Covenant House Of California In An Amount Not To Exceed \$433,500 From November 1, 2019 To June 30, 2021 To Provide Transitional Youth Housing; And**
  - C. **Create A 1.0 Full Time Equivalent (FTE) Administrative Analyst II Position In The Human Services Department To Provide Fiscal And Administrative Support; And**
  - D. **Award And Execute New Grant Agreements Using Heap Funds With Yet To Be Determined And Identified Emergency Homeless Service Providers Through June 30, 2021, Without Returning To Council.**

**2. A Resolution Amending Resolution No. 87403 C.M.S., Which Authorized The City Administrator To, Among Other Things, Accept Donations From Outside Sources, Including Other Governmental Agencies, To Support Homeless Programs And Services, To:**

- 1) **Authorize The City Administrator To Accept Grants And Donations For Homeless Programs And Services From Outside Sources, Including Other Governmental Agencies, In An Amount Not To Exceed \$1 Million Per Donation/Grant Through June 30, 2021; And**

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- 2) **Appropriate Up To \$5 Million Of Any Such Grants And Donations For Programs And Services For The Homeless Through June 30, 2021; And**
- 3) **Authorize The City Administrator To Amend Existing Grant Agreements With Providers Of Programs And Services For The Homeless, Including Winter Shelters, To Increase The Amounts Using Said Grants And Donations And To Extend The Terms Through June 30, 2021, Without Returning To Council.**

### **EXECUTIVE SUMMARY**

The Homeless Emergency Aid Program (HEAP) is a one-time block grant offered by the State of California (State) to assist local governments in their response to the statewide homelessness crisis. Eligible municipalities include counties, and large cities with populations exceeding 300,000. Large cities are also eligible for a portion of the county allocation, and while a separate application is not required, the disbursement process between cities and counties is distinct. Under the grant's guidelines, the City of Oakland (City) is eligible to receive a direct city allocation, as well as a portion of the county allocation disbursed to the County of Alameda (County).

The State streamlined the process to disburse funds directly to eligible cities, allowing the City to accept its allocation within months of submitting an application to the State. Jurisdictions were made aware that the county allocation process - involving coordination between multiple agencies and municipalities - would progress at a slower pace. Interventions were piloted with the funding delay in mind, and many programs and services were partially funded with the expectation that the county allocation, when it became available, would make the programs whole.

The County Board of Supervisors recently approved the allocation of HEAP funds to the cities, and the adoption of these resolutions will authorize the City Administrator to accept and allocate the remaining HEAP funding while providing clarity for actions authorized in Resolution No. 87403 C.M.S. Due to the nature of this crisis and the need for a rapid response, these resolutions allow broad authority to accept new funding for homeless services.

### **BACKGROUND/LEGISLATIVE HISTORY**

Between 2017 and 2019, the homeless population increased by 47 percent in Oakland. Many individuals experiencing homelessness in Oakland find shelter in places not meant for human habitation, or do not find shelter at all and are exposed to the elements or unsafe conditions.

In 2018, the State of California established HEAP to provide one-time funding to local governments to implement emergency interventions intended to mitigate the statewide homelessness crisis. The block grant funding process was bifurcated between counties, and cities with populations exceeding 300,000.

On October 30, 2018, the City Council adopted Resolution No. 87403 C.M.S., granting the City Administrator authority to accept and allocate Oakland's direct city allocation of HEAP funding in the amount of \$8.6 million. At that time, Oakland's portion of the county allocation had not yet been calculated. The initial disbursement allowed the City to pilot a number of interventions, including an expansion of the winter shelter and community cabins programs, the launch of a recreational vehicle (RV) safe parking program, and an expansion of health, hygiene, and outreach services. These interventions were designed and implemented with the full HEAP allocation in mind, which included both city and county allocations.

In November 2018, the City utilized HEAP funding to expand its Saint Vincent de Paul (SVdP) 100 bed winter shelter program to year-round shelter. That same month, the City utilized HEAP funding to open its third Community Cabins site at Lake Merritt, which accommodates up to 40 individuals at one time.

On December 1, 2018, the City Council adopted Resolution No. 87456 C.M.S., which amended Resolution No. 87403 C.M.S., waiving the competitive process for select emergency interventions that provide rapid response to the escalating homelessness crisis.

In January 2019, the City utilized HEAP funding to open its fourth Community Cabin site (Miller Ave) in the Fruitvale neighborhood, which accommodates up to 38 individuals at one time.

In April 2019, the City utilized HEAP funding to develop a City-owned parcel in East Oakland to launch a safe parking pilot for 28 RVs. The program commenced in June 2019 and is currently at capacity. This site will expand to serve 46 RV's in the fall of 2019. An additional RV site funded with HEAP funds will open in West Oakland in the fall of 2019 and will serve approximately 48 vehicles.

In July 2019, the City utilized HEAP funding to open its fifth Community Cabin site on Mandela Parkway in West Oakland, which accommodates up to 76 individuals at one time. The site was also purposed for RV safe parking and can accommodate up to 17 RVs at one time.

Throughout 2019, HEAP funding was also utilized to increase the number of portable toilets and wash stations provided by the City at curbside encampments. Mobile shower and laundry services were also increased.

During the City Council recess period, the City received notification that the County Board of Supervisors had approved the allocations to the cities and the County began the contracting process. The county allocation is critical to the delivery of HEAP funded services highlighted above.

It is important to note that the State will release a Notice of Funding Availability (NOFA) for the Homeless Housing, Assistance, and Prevention (HHAP) program in November 2019. Award notifications will begin on April 1, 2020. HHAP is colloquially described as the next iteration of HEAP, and staff will be returning to the City Council with specific HHAP recommendations when the State issues program parameters, guidelines, and projected jurisdictional funding.

## **ANALYSIS AND POLICY ALTERNATIVES**

HEAP funding has bolstered the City's ability to respond to the homelessness crisis in the following ways:

### *Winter Shelter / Year-Round Shelter*

Program expanded from 100 seasonal beds to 100 year-round crisis response beds. The additional funding also allows the shelter facility to offer storage space to its participants, which was not an option previously. Utilization over the last 10 months, on average, remains above 80 percent. The County HEAP disbursement will ensure the program continues to operate at its current capacity through the grant term. Additional information regarding the City's inclement weather protocol is included in **Attachment A**.

### *Community Cabins*

Program expanded to locations in East Oakland (Miller Ave), West Oakland (Mandela Parkway), and Lake Merritt, totaling 154 additional crisis response beds. In Fiscal Year (FY) 2019-20 the HEAP funds will be used to fund the Northgate Community Cabins site as well. The Community Cabins program is an emergency intervention designed to serve as a temporary bridge to end an individual's unsheltered status. The program provides 24-hour staffing, housing navigation services, flexible housing funds, portable toilets, wash stations, storage space, mobile shower service, and two meals per day. The City disbursement of HEAP funding provided the initial start-up costs and partial operating expenses, and the County HEAP disbursement is critical to ensuring operations continue through the full grant term.

### *RV Safe Parking*

This new pilot intervention was implemented to address the acute rise in Oakland's RV population. In an effort to alleviate the burden associated with vehicle dwelling, such as being ticketed or towed due to non-compliance with parking regulations or a lapsed vehicle registration, the City has piloted a safe parking program for RVs at a location at 71<sup>st</sup> Avenue in East Oakland and Mandela Parkway in West Oakland. Both sites provide 24-hour staffing, electricity, drinking water, portable toilets, wash stations, and mobile shower and laundry services. The site in East Oakland can accommodate up to 28 RVs at one time (expanding in the fall of 2019 to 46 RVs), and the site in West Oakland can accommodate up to 17 RVs at one time. An additional HEAP funded RV site is expected to open in West Oakland in the fall of 2019 and serve up to 48 RV's. The City disbursement of HEAP funding provided the initial start-up costs for all locations with limited operating expenses, and the County HEAP disbursement is critical to run both locations at full capacity. When fully funded, the RV Safe Parking program has the capacity to accommodate over 100 RVs at one time across multiple locations.

### *Health, Hygiene and Outreach Services*

Additional portable toilets, wash stations, garbage service, and mobile shower and laundry services are provided at curbside encampments as a result of HEAP funding. The City currently provides garbage service, portable toilets, and wash stations at 22 curbside encampments and

has the capacity to provide mobile shower and laundry service at up to 10 encampments per week. The County disbursement of HEAP funding is critical to the continuation of these services.

#### *Youth Set Aside*

The State has required that 5 percent of the City's HEAP funding must be set aside for programs and services targeted toward transitional aged youth. There is a critical need to provide bridge housing for this population. Covenant House of California is a nonprofit agency that applied under the City's Homeless Services Request For Qualifications released in December 2018. Covenant House Oakland is in the midst of a capital campaign to expand their emergency shelter capacity and the HEAP funds will support this expansion. Covenant House has successfully served over one million transitional aged youths since the organization was established over 40 years ago. The youth set aside, totaling \$433,500, will allow the City to expand its capacity to serve this vulnerable population.

#### *Additional Personnel*

Additional administrative support is needed in the Human Services Department to keep pace with the increased administrative workload associated with HEAP funded programs and services. By creating a 1.0 full time equivalent (FTE) Administrative Analyst II position as a part of the Human Services Fiscal team, the Human Services Department will be better enabled to respond to the increased administrative workload resulting from HEAP and other homeless funding. The State allows jurisdictions to reserve five percent of the grant funding for administrative costs, and the addition of this position falls within the five percent cap.

### **DONATIONS AND GRANTS**

Resolution No. 87403 C.M.S. authorized the City Administrator to accept donations for homeless services from outside sources, including other governmental agencies, however, the resolution did not appropriate the donations for homeless services nor did it explicitly authorize the City Administrator to accept additional grant funding from governmental agencies, private corporations, and nonprofit organizations. Given the magnitude of the housing and homelessness crisis, many public agencies and private organizations have provided additional funding and have committed to collaborating with the City to mitigate the crisis. For example, the Kaiser Foundation contributed three million dollars in 2018 to fund the transitional housing program currently operating at 641 West Grand Avenue. Additionally, the City of Emeryville recently partnered with the City to open a family shelter near the Oakland-Emeryville border. Other nonprofit organizations, public agencies, and neighboring municipalities have expressed a similar interest to provide funding in collaboration with the City. As such, staff recommends that the City Council amend Resolution No. 87403 to: 1) authorize the city administrator to accept grants and donations for homeless programs and services from outside sources, including other governmental agencies, in an amount not to exceed \$1 million per donation/grant through June 30, 2021; 2) appropriate up to \$5 million of any such grants and donations for programs and services for the homeless through June 30, 2021; 3) authorize the city administrator to amend existing grant

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agreements with providers of programs and services for the homeless, including winter shelters, to increase the amounts using said grants and donations and to extend the terms through June 30, 2021, without returning to council.

**FISCAL IMPACT**

The State of California has disbursed HEAP funds to Alameda County which in turn has awarded the City of Oakland \$3,119,038.73. These funds will be disbursed to the City of Oakland in a grant agreement with the County of Alameda with a grant term from February 22, 2019 through June 30, 2021. Approval of this resolution authorizes the acceptance, appropriation, and allocation of the additional HEAP funding in accordance with Resolution No. 87403 C.M.S.

These funds will be appropriated in the funding code shown below and will be allocated to existing and new interventions described in this report.

Fund	Organization	Account	Project	Amount
<u>2159</u>	78411	<b>54912</b>	<u>1004539</u>	\$3,119,038.73

A Chart showing the full allocation of HEAP dollars (City and County) and their projected use is attached. (***Attachment B***)

**PUBLIC OUTREACH/INTEREST**

No outreach was deemed necessary for the proposed policy action beyond the standard City Council agenda noticing procedures.

**COORDINATION**

This report was prepared by the Human Services Department in coordination with the City Administrator's Office and Budget Bureau.

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

The City is required to submit its first HEAP reporting document to the State on January 1, 2020.

The programs and services funded by HEAP dollars have had the following impacts as of September 2019:

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- The Community Cabins intervention began in December 2017 (funded by HEAP and non HEAP dollars). To date the program has served 508 individuals. 345 people have exited the program and 63% have gone to either permanent or transitional housing situations.
- HEAP dollars funded 100 year round emergency shelter beds at SVdP from October 29, 2018 through June 30, 2019. The program provided 18,387 bed nights of shelter. 38 clients exited with positive outcomes (21 moved to transitional housing, 16 moved to permanent housing, 1 to a permanent health facility)
- HEAP dollars are currently funding health and hygiene interventions (portable toilets, wash stations) at 22 encampment sites around the City.
- HEAP funds are being used to provide mobile shower and laundry service at 10 encampment sites per week.
- HEAP funds are currently providing 45 spaces of safe RV parking (in East and West Oakland)

### **SUSTAINABLE OPPORTUNITIES**

***Economic:*** The purpose of this report is to secure funding to continue to provide various services to eliminate and prevent homelessness.

***Environmental:*** The provision of the programs and services outlined in this report is intended to address the environmental degradation caused by unsheltered 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 The Following Pieces Of Legislation:

1. A Resolution:

- 1) Accepting And Appropriating Homeless Emergency Aid Program (HEAP) Grant Funds From Alameda County In The Amount Of \$3,119,038.73 For Fiscal Years 2019-21 Emergency Homeless Services Programs; And
- 2) Authorizing The City Administrator To:
  - A. Enter Into An Agreement With Alameda County To Receive The HEAP Grant Funds; And
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  - C. Create A 1.0 Full Time Equivalent (FTE) Administrative Analyst II Position In The Human Services Department To Provide Fiscal And Administrative Support; And
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- 2) Appropriate Up To \$5 Million Of Any Such Grants And Donations For Programs And Services For The Homeless Through June 30, 2021; And
- 3) Authorize The City Administrator To Amend Existing Grant Agreements With Providers Of Programs And Services For The Homeless, Including Winter Shelters, To Increase The Amounts Using Said Grants And Donations And To Extend The Terms Through June 30, 2021, Without Returning To Council.



For questions regarding this report, please contact Lara Tannenbaum, Community Housing Services Manager at 510-238-6187.

Respectfully submitted,



SARA BEDFORD  
Director, Human Services Department

Reviewed by:

Lara Tannenbaum, Community Housing Services, Manager

Attachments (2):

- A: City of Oakland Inclement Weather Protocol
- B: HEAP Funding Chart

**City of Oakland  
Human Services Department  
Cold/ Wet/Hot Weather and Poor Air Quality Policy and Procedure  
For Unsheltered Persons**

The City of Oakland strives to be responsive in the cases of emergency for all its clients and residents. Persons experiencing homelessness, particularly those who are unsheltered, are greatly impacted by these weather and environmental conditions, such as cold and / or wet weather and poor air quality. These impacts can be increasingly challenging when weather or air quality issues occur for a number of consecutive days.

The purpose of implementing these protocols is to prepare for and respond to the forecast of cold and/or wet and/or hot weather and poor air quality and to reduce the impact of these events on persons experiencing homelessness. Weather and air quality forecasts will be tracked by staff in the Human Services Department and in alignment with Alameda County, will decide when to trigger the protocols below.

Since temperatures, rain and air quality conditions can vary throughout the day/night, the forecast of lowest temperatures, **highest projected accumulations of cold, wet, heat, and worst air quality indicators will be used to activate the protocols. The protocols will remain active for the duration of the weather event.**

The City of Oakland will track weather forecasts activate cold weather, wet weather, hot weather, and air quality protocols as needed.

**Forecasted Thresholds that trigger activation for Cold and / or Wet Weather procedures:** HSD identifies or is notified by other official sources that forecasts meet **one or more** of the following conditions:

- Temperatures forecast to drop to or below 40 degrees for two consecutive days or longer, OR
- Rainfall forecast to be 0.75 inches in one day or a cumulative total of 1.5 inches in 2 consecutive days, OR
- Temperatures forecast to drop to or below 45 degrees for two consecutive days or longer when accompanied by 0.5 inches of rain and/or winds of 20 miles per hour or greater within the same period.

**Forecasted Thresholds that trigger activation for Hot Weather procedures** HSD identifies or is notified by other official sources that forecasts meet the following conditions: **Temperatures forecast to be at or above 85 degrees Fahrenheit.**

**Forecasted Thresholds that trigger activation for Air Quality Procedure** will be triggered when the Air Quality Index (AQI) is listed as Unhealthy, Very Unhealthy or Hazardous (See page seven of this document for the definitions of the above-mentioned categories).

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For Unsheltered Persons**

**STANDARD OPERATING PROCEDURES**

**City of Oakland Activation Procedure:**

1. The Human Services Department's (HSD) designated staff person will confer with Alameda County's Authorized representative on activation of cold, wet, hot weather and air quality responses.
2. The HSD designated staff person will request approval to activate the Weather/Air quality response protocols from the HSD Director or another designated staff person.
3. HSD designated staff person will craft an announcement of the initial response.
4. This announcement will include information about how individuals and families may access emergency services and shelter beds, as well as other County response efforts based on information provided by the County's Health Care for the Homeless program.

**Phase I Response: Initial Notification regarding the activation:**

- When the HSD designated staff person has confirmed the activation details, the following staff, programs and groups will be sent the initial notification announcement. This same group of contacts is to be included for any updates or subsequent notifications.
  - HSD Leadership, including the members of the Community Housing Services Division, Adult and Aging Services, Oakland Unite, Oakland Libraries, and Head Start.
  - HSD funded Homeless Mobile Outreach Programs (HMOP)
  - Shelters, Resource and Drop-in Centers, Community Cabins Programs, RV Safe Parking Programs, Food Pantries, and any other access points
  - Supportive Housing and Housing Subsidy Programs
  - HSD's established email list of funded programs, local programs, providers, and advocates
  - 3-1-1
  - 2-1-1
  - City Officials

Some of these groups will receive instructions regarding specific program responses.

**Phase II Response: Inform of all existing resources including the availability of shelter beds:** When any one or more of the thresholds are met or exceeded based on the weather forecast, HSD will work to activate the second phase of intervention to ensure all shelter beds are made available and utilized. HSD designated staff person will ensure that shelter sites report availability of vacant beds to 211 and HSD staff each morning by 10am. HSD designated staff person will notify 211 and all partner providers regarding the availability.

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1. HSD will disseminate to all agencies (governmental and non) the most current Winter Shelter and Warming Center Resources list
2. HSD will disseminate to all agencies (governmental and non) the Alameda County Health Care Services Agency's Heat and Hypothermia Flyer

**Phase III: Specific Program Responses:** All programs will be provided the initial notification announcement including City-wide information regarding responses or efforts by other City departments. County of Alameda's Health Care for the Homeless (HCH) will be the City's primary partner in sharing this information, specific program groups will be informed to activate the following components:

- **Homeless Mobile Outreach Programs (HMOP)** will be alerted to coordinate outreach to focus on neighborhoods known to have high concentrations of unsheltered homeless individuals, respond to notice of unsheltered persons, and conduct wellness checks for unsheltered persons offering, as available, shelter placements. Wellness checks will also be used to identify individuals that need emergency response, other medical assistance or when 911 needs to be called. In addition, the HMOP team will be responsible for the distribution of cold/wet/hot weather and air quality management information in the following formats:
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Winter Shelter and Warming Center Resources list and Alameda County Health Care Services Agency's Heat and Hypothermia Flyer
    - Distribution of the following supplies including but not limited to: **blankets, gloves, tarps, socks, hand warmers, hats, etc.**
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Alameda County Feeling the Heat and How to Beat It document and the Heat and Hypothermia Flyer
    - Distribution of the following supplies including but not limited to **water, tarps, sunscreen, shade hats, etc.**
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Regarding Air Quality risks and mitigation of the affects.
    - In addition, the above-mentioned provider teams will be responsible for the distribution of the following supplies including but not limited to **water and masks.**

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Cold/ Wet/Hot Weather and Poor Air Quality Policy and Procedure  
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- **Community Cabins Programs, RV Safe Parking Programs, Emergency Shelters, Homeless Resource and Drop-In Centers, and all other access points** will be asked to increase wellness checks of on-site clients, contact 911 regarding any clients in distress, and make all shelter placements that are available. HSD will explore other expansion options such as extended hours of existing services. Staff will inform clients of the conditions and encourage them to remain inside as much as possible. In addition, the above-mentioned provider teams will be responsible for the distribution of cold/wet/hot weather and air quality management information in the following formats:
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Winter Shelter and Warming Center Resources list and Alameda County Health Care Services Agency's Heat and Hypothermia Flyer
    - Teams will be responsible for the distribution of the following supplies including but not limited to: **blankets, gloves, tarps, socks, hand warmers, hats, etc.**
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Alameda County Feeling the Heat and How to Beat It document and the Heat and Hypothermia Flyer
    - In addition, the above-mentioned provider teams will be responsible for the distribution of the following supplies including but not limited to **water, tarps, sunscreen, shade hats, etc.**
  - Disseminate to all clients via social media, paper flyers, and person to person education the most current/appropriate information:
    - Regarding Air Quality risks and mitigation of the affects.
    - In addition, the above-mentioned provider teams will be responsible for the distribution of the following supplies including but not limited to **water and masks.**
- **Supportive Housing Providers** will inform clients of the conditions and encourage them to remain inside as much as possible and will perform wellness checks with vulnerable on-site clients.
- **HSD** established **email list** of local programs, providers, advocates, **211** and City officials will be informed of the conditions and asked to encourage people to remain indoors as much as possible.

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- **HSD** and all partners will be asked to track efforts, responses and client placements for after action assessment.
- **HSD** will participate in calls or meetings called by Alameda County or the County's Emergency Response Agency. These calls and meetings may result in additional efforts to augment available City services.

**Phase III Expansion:**

Oakland Emergency Services (OES) designated staff person can request to establish a phone consultation to discuss and plan for the addition of one or more Pop-Up Shelters, and/or Warming Centers and/or Cooling Centers and/or Air Quality Centers to operate during the forecast period at sites/locations not normally utilized for emergency shelter.

With the activation of one or more Pop-Up Shelters, and/or Warming Centers and/or Cooling Centers and/or Air Quality Centers the following general responsibilities will be handled by the following departments:

**OES:**

**Pre-Activation of Pop-Up Shelter(s) and or Warming Centers:**

- Coordinate with HSD regarding tracking of weather forecasts.
- Help identify potential Pop-Up Shelter sites.
- Coordinate phone-based planning sessions with partners.
- Assist with planning for meals.

**During Activation:**

- Assist with problem solving.

**HSD:**

**Pre-Activation of Pop-Up Shelter(s) or Warming Centers:**

- Assist with supplies to prepare for Pop-Up Shelter and or Warming Center.
- Planning for support to Pop-Up Shelter and or warming Center manager/staff

and clients regarding behavioral health needs.

- Prepare resource list for how to access services during Pop-Up Shelter and or Warming Center operations.
- Prepare the Notification Lists.
- Coordinate with HCH/OES/Alameda County regarding, facilities, supplies, staff, meals, and transportation if needed to prepare for a Pop-Up Shelter and or Warming Center.
- Identify and engage any other City Department to assist with any of the above stated needs.

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**During Activation:**

- As appropriate, provide staff or programs to stop by the Pop-Up Shelter and or Warming Center for assessment and support to manager/staff and clients.
- Assist with clients who have physical, behavioral or mental health issues that require more assistance than the Pop-Up Shelter can provide.  
Assist in planning for transportation needs to Pop-Up Shelters and or Warming Centers.

**HCH/Alameda County:**

**Pre-Activation of Pop-Up Shelter(s) or Warming Centers:**

- Coordinate with the City of Oakland regarding tracking of weather forecasts.
- Planning for support to Pop-Up Shelter and or warming Center manager/staff and clients regarding behavioral health needs.
- Prepare resource list for how to access services during Pop-Up Shelter and or Warming Center operations.
- Prepare the Notification Lists.
- Coordinate with HSD regarding, facilities, supplies, staff, meals, and transportation if needed to prepare for a Pop-Up Shelter and or Warming Center.
- Identify and engage any other County Department to assist with any of the above stated needs.

**During Activation:**

- Add Pop-Up Shelter and or warming Center information, including how to access, to notifications.
- Provide a 24/7 on-call resource person(s) to assist Pop-Up Shelter manager to problem solve.

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**The Air Quality Index (AQI) uses the following designations:**

- **Good:** Air Quality is considered satisfactory, and air pollution poses little or no risk.
- **Moderate:** Air Quality is acceptable; however, for some pollutants there may be a moderate health concern for a very small number of people who are unusually sensitive to air pollution.
- **Unhealthy for Sensitive Groups:** Although general public is not likely to be affected by this Air Quality, people with lung disease, older adults and children are at greater risk from exposure to ozone and/or from the presence of particles in the air.
- **Unhealthy:** The Air Quality Index is at a level that everyone may begin to experience health effects; members of sensitive groups may experience more serious health effects.
- **Very Unhealthy:** The Air Quality Index is at a level that results in a health alert: everyone may experience more serious health effects.
- **Hazardous:** The Air Quality Index results in health warnings of emergency conditions.  
The entire population is more likely to be affected.

DRAFT



**Attachment B**

<b>HEAP FUNDING: \$11,863,606 (City \$8,744,567 + County \$3,119,039)</b>					
	<b>FY 18/19 (Jan-June)</b>	<b>FY 19/20 (Projected)</b>	<b>FY 20/21 (Projected)</b>	<b>3-YR TOTAL</b>	<b>Beds</b>
Admin	\$102,820	\$165,340	\$165,340	\$433,500	
Outreach Worker	\$49,118	\$156,390	\$167,250	\$372,758	
Covenant House Capital Capaign Expansion	-	\$433,500	No Funding	\$433,500	30
SVdP Shelter	\$324,072	\$1,049,788	No Funding	\$1,373,860	100
5 community cabins sites	\$711,203	\$5,750,000	No Funding	\$6,461,203	234
Safe RV Parking-3 sites	\$301,196	\$1,980,000	No Funding	\$2,281,196	200
Mobile Showers/Laundry/Hygiene	-	\$507,589	No Funding	\$507,589	
<b>TOTALS</b>	<b>\$1,488,409</b>	<b>\$10,042,607</b>	<b>\$332,590</b>	<b>\$11,863,606</b>	<b>564</b>

# OAKLAND CITY COUNCIL

2019 OCT 10 PM 4: 18 RESOLUTION No. \_\_\_\_\_ C.M.S.

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## A RESOLUTION:

- 1) **ACCEPTING AND APPROPRIATING HOMELESS EMERGENCY AID PROGRAM (HEAP) GRANT FUNDS FROM ALAMEDA COUNTY IN THE AMOUNT OF \$3,119,038.73 FOR FISCAL YEARS 2019-21 EMERGENCY HOMELESS SERVICES PROGRAMS; AND**
- 2) **AUTHORIZING THE CITY ADMINISTRATOR TO:**
  - A. **ENTER INTO AN AGREEMENT WITH ALAMEDA COUNTY TO RECEIVE THE HEAP GRANT FUNDS; AND**
  - B. **AWARD AND EXECUTE A GRANT AGREEMENT WITH COVENANT HOUSE OF CALIFORNIA IN AN AMOUNT NOT TO EXCEED \$433,500 FROM NOVEMBER 1, 2019 TO JUNE 30, 2021 TO PROVIDE TRANSITIONAL YOUTH HOUSING; AND**
  - C. **CREATE A 1.0 FULL TIME EQUIVALENT (FTE) ADMINISTRATIVE ANALYST II POSITION IN THE HUMAN SERVICES DEPARTMENT TO PROVIDE FISCAL AND ADMINISTRATIVE SUPPORT; AND**
  - D. **AWARD AND EXECUTE NEW GRANT AGREEMENTS USING HEAP FUNDS WITH YET TO BE DETERMINED AND IDENTIFIED EMERGENCY HOMELESS SERVICE PROVIDERS THROUGH JUNE 30, 2021, WITHOUT RETURNING TO COUNCIL.**

**WHEREAS**, the City of Oakland (City) has experienced a 47 percent increase in its homeless population between 2017 and 2019, the majority of whom live in curbside communities, vehicles, and places not meant for human habitation; and

**WHEREAS**, the existing homeless shelter system in the City of Oakland provides less than 450 shelter beds per night; and

**WHEREAS**, the existing shelter system operates at or near full capacity for most of the year and there are a significant number of people turned away; and

**WHEREAS**, there is a need for additional shelter beds to operate during the winter months, when many of the homeless population are at risk of death due to exposure to the elements; and

**WHEREAS**, similar increases in the homeless population throughout the state has prompted the State of California (State) to implement the Homeless Emergency Aid Program (HEAP) to provide one-time grant funding to eligible large cities and counties to mitigate the impact of the homeless crisis; and

**WHEREAS**, the City met the eligibility requirements to receive a direct HEAP grant fund allocation and a portion of the HEAP funds allocated to the County of Alameda (County); and

**WHEREAS**, on October 30, 2018, the City Council adopted Resolution No. 87403 C.M.S., which authorized the City Administrator to accept the City's direct allocation of HEAP grant funds from the State to implement several homeless programs by way of various agreements; and

**WHEREAS**, the City's portion of the County HEAP allocation had not yet been calculated when Resolution No. 87403 C.M.S. was adopted; and

**WHEREAS**, the County Board of Supervisors recently approved the allocation of HEAP funds to the City in the amount of \$3,119,038.73 for fiscal years 2019-2021 for emergency homeless services programs and the City desires to accept and appropriate said funding; and

**WHEREAS**, the programs and services outlined in Resolution No. 87403 C.M.S. were implemented with partial funding in anticipation of receiving the additional County HEAP allocation; and

**WHEREAS**, the City Administrator seeks authority to enter into an agreement with the Alameda County Housing and Community Development Agency to receive the County HEAP grant funds; and

**WHEREAS**, HEAP has a mandatory five percent youth set-aside that requires jurisdictions to implement programs and services targeted toward housing transitional aged youths; and

**WHEREAS**, the City Administrator seeks authority to award and execute a grant agreement with Covenant House of California, a renowned nonprofit organization that specializes in transitional aged youth programs and services, from November 1, 2019 to June 30, 2021, to satisfy HEAP funding requirements; and

**WHEREAS**, the City desires to use a portion of its allotted HEAP funds to provide additional administrative support to the Human Services Department by creating a 1.0 full-time equivalent (FTE) Administrative Analyst II position to respond to the increased administrative workload resulting from HEAP funding; and

**WHEREAS**, it is critical for the City to be able to contract as quickly as possible with emergency homeless services providers to address the shelter crisis and therefore has a rolling RFQ process in place to allow for continuous funding decisions to be made; and

**WHEREAS**, the City Administrator seeks authority to award and execute new grant agreements through June 30, 2021 with yet to be determined individuals and organizations to provide emergency homeless services, using HEAP funds in accordance with HEAP guidelines, without returning to Council; now, therefore, be it

**RESOLVED:** That City Council hereby accepts and appropriates HEAP grant funds from the County in the amount of \$3,119,038.73 for fiscal years 2019-2021 for emergency homeless services programs; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to enter into an

agreement with the County to accept said HEAP grant funds; and be it

**FURTHER RESOLVED:** That HEAP grant funds in the amount of \$3,119,038.73 will be appropriated in the State of California Fund (2159), Community Housing Services Organization (78411) and in the Heap HCFC project (1004539); and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to award and execute a grant agreement with Covenant House of California in an amount not to exceed \$433,500 from November 1, 2019 to June 30, 2021, to provide transitional youth housing; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to use a portion of the allotted HEAP funds in accordance with HEAP guidelines to provide additional administrative support to the Human Services Department by creating a 1.0 FTE Administrative Analyst II position for a limited duration through June 30, 2021, to respond to the increased administrative workload resulting from HEAP funding; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to award and execute new grant agreements with providers of emergency homeless services through June 30, 2021, using HEAP funds in accordance with HEAP guidelines, without returning to Council; and be it

**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-referenced grant agreements, without returning to Council; and be it

**FURTHER RESOLVED:** That said grant agreements shall be reviewed as to form and legality by the Office of the City Attorney and copies shall be filed in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST:

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LATONDA SIMMONS  
City Clerk and Clerk of the Council of the  
City of Oakland, California