



County of Santa Cruz HUMAN SERVICES COMMISSION

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AGENDA

Wednesday, March 16, 2022

8:30 a.m. – 10:30 a.m.

This is a Virtual Public Meeting

Pursuant to AB 361 and Cal. Gov. Code section 54953, due to the ongoing COVID 19 state of emergency and upon recommendation of the County Health Officer, public meetings of the Human Services Commission will be conducted in in hybrid/remote format. Members of the public can attend virtually by teleconference (or in-person if hybrid).

There will be no physical location available for this meeting, however access to the meeting and an opportunity to comment live and in real time will be provided. Please follow the meeting instructions listed below. The instructions will also be posted on the Human Services Department webpage at <https://www.santacruzhumanservices.org/Home/HumanServicesCommission>

Virtual Meeting Instructions: Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 916-318-9542](tel:+19163189542).,950424103# United States, Sacramento

Phone Conference ID: 950 424 103#

To provide written public comments associated with any agenda item, please submit by email to micki.cocabuss@santacruzcounty.us

For Questions regarding the virtual meeting process, please contact Micki Coca Buss, Administrative Support at 831-454-7505 or micki.cocabuss@santacruzcount.us

The meeting starts at 8:30 a.m. with the first item and proceeds through the items in consecutive order unless otherwise noted.

- | | | |
|-------------|---|----------------|
| I. | Roll Call | (2 min) |
| II. | Agenda Review | (2 min) |
| III. | Announcements | (5 min) |
| IV. | Public Comment | (5 min) |
| | Members of the public may address the Commission on items not on the agenda for a maximum of five minutes each. | |
| V. | Approval of Minutes (Action) | (2 min) |
| | <ul style="list-style-type: none"> • January 19, 2022 | |

As a courtesy to those persons affected, please attend the meeting smoke and scent free. The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. If you wish to attend this meeting and you will require special assistance in order to participate, please contact Micki Coca Buss at (831) 454-7505 (TDD number 454-2123) at least 72 hours in advance of the meeting to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format.

- VI. Approval of Findings Pursuant to Assembly Bill 361 Authorizing Teleconference Meetings (Action) (5 min)**
- VII. Consider Creating Commission Bylaws and Add to Future Agenda (Action) (5 min)**
- VIII. 2021 Human Services Commission Work Plan (Action) (35 min)**
- Discussion of priorities and staff recommendations
 - Engagement strategies including with other County Commissions and within Supervisory districts
- Related materials:
- Human Services Commission Draft Work Plan Year 2020 (pages 7-10)
 - Commissions, Committees, and Advisory Bodies (pages 11-12)
- IX. Director’s Report (30 min)**
- Santa Cruz County Board of Supervisors Agenda Items: Regular and Consent
- X. Housing for Health Update (30 min)**
- Dr. Robert Ratner, Housing for Health Division Director
- XI. Next Meeting and Agenda Items (2 min)**
May 18, 2022 – Location to be determined.
- XII. Adjournment**

A complete agenda packet will be available for review at the Human Services Department webpage <https://www.santacruzhumanservices.org/Home/HumanServicesCommission>

MATERIALS AND CORRESPONDENCE IN PACKET

From the Board of Supervisors Agenda

Full agenda items on indicated dates available at <https://santacruzcountyca.ig2.com/Citizens/Calendar.aspx>

BOS Date	Item	Page # in packet
1/25/2022 Item # 48	DOC-2022-78 : Accept and file second report on Human Services Continuing Agreements List agreements that did not meet the renewal deadline, authorize the Auditor-Controller's Office to resume payment of invoices for these agreements, and take related actions, as recommended by the Director of Human Services	5
1/25/2022 Item # 49	DOC-2022-79 : Approve extension of the Collective of Results and Evidence-based (CORE) Request for Proposals deadline from February 4, 2022 to March 4, 2022, and direct Human Services to return on March 8, 2022, with an update, as recommended by the Director of Human Services	7
1/25/2022 Item # 50	DOC-2022-80 : Approve the addition of 1.0 full-time equivalent limited term IT Desktop Support Services Analyst I/II through June 30, 2022, and take related actions, as recommended by the Director of Human Services	9
1/25/2022 Item # 51	DOC-2022-81 : Approve amendment to an agreement with Encompass Community Services for the Youth Resource Center project to modify the budget and extend the term of the contract to June 30, 2022, at an unchanged total amount of \$361,260; and take related actions, as recommended by the Director of Human Services	11
1/25/2022 Item # 52	DOC-2022-82 : Accept the nominations of Tiffany Cantrell-Warren, Heather Rogers, Ryan Coonerty, and Manu Koenig to two-year terms to the newly formed Santa Cruz County Housing for Health Partnership Policy Board, with final appointments to be considered on February 1, 2022, as recommended by the Director of Human Services	13
1/25/2022 Item # 53	DOC-2022-83 : Authorize the Human Services Department (HSD) to submit applications for State of California Project Homekey funding and adopt two resolutions authorizing the Director to enter into agreements with the California Department of Housing and Community Development to fund two supportive housing projects for households experiencing homelessness; direct HSD to return on or before March 22, 2022 with an update, and take related actions, as recommended by the Director of Human Services	18
1/25/2022 Item # 55	DOC-2022-85 : Authorize the Human Services Department to submit an application for State of California Project Homekey funding and adopt resolution authorizing the Director to enter into an agreement with the California Department of Housing and Community Development to fund a supportive housing project for households experiencing homelessness; direct HSD to return on or before March 22, 2022 with an update, and take related actions, as recommended by the Director of Human Services	23
2/15/2022 Item # 48	DOC-2022-160 : Approve an amendment to agreement with Optimal Solutions Consulting, increasing the amount by \$80,000 to the total amount of \$383,875, as recommended by the Director of Human Services	27
2/15/2022 Item # 49	DOC-2022-161 : Defer until March 22, 2022, the Housing for Health Division Strategic Framework six-month plan update, after-action report on the Homeless Emergency Aid Program, and other updates, as recommended by the Director of Human Services	29
2/15/2022 Item # 50	DOC-2022-162 : Authorize the Human Services Department to submit an In-Home Supportive Services Public Authority rate change package to the California Department of Social Services for approval of an administrative rate change, as recommended by the Director of Human Services	31
2/15/2022 Item # 51	DOC-2022-163 : Adopt resolution designating the Human Services Director or designee, and the Director of Housing for Health, as signatories for the California Emergency Solutions and Housing funds and related documents, as recommended by the Director of Human Services	33

BOS Date	Item	Page # in packet
2/15/2022 Item # 52	DOC-2022-164 : Approve transfer of appropriations in the amount of \$140,000 from the Human Services Department Maintenance and Structural Improvements Budget to the Plant Acquisition budget, approve a project to replace the roof at 1040 Emeline Avenue, and take related actions, as recommended by the Director of Human Services	35
3/08/2022 Item # 45	DOC-2022-213 : Accept and file report on COVID-19 related amendments and new agreements approved by County Purchasing Agent under authority of the Board of Supervisors, and approve an amendment to an agreement with Yesy's Restaurant in the amount of \$2,500,000 for delivered meal services at shelters providing COVID-19 assistance, as recommended by the Director of Human Services	37
3/08/2022 Item # 46	DOC-2022-214 : Authorize the Human Services Department to relinquish the separate adoption license issued by the California Department of Social Services and currently held by Family and Children’s Services, as recommended by the Director of Human Services	39
3/08/2022 Item # 47	DOC-2022-215 : Approve amendment to agreement with Focus Strategies, increasing the agreement by \$59,867 to a new total amount of \$393,027 to provide additional capacity and flexibility for technical assistance services, and take related actions, as recommended by the Director of Human Services	41
3/08/2022 Item # 48	DOC-2022-216 : Approve fixed asset purchase of a Data Storage Array in the amount not-to-exceed \$393,208, adopt resolution authorizing transfer of appropriations in the amount of \$393,208, and take related actions, as recommended by the Director of Human Services	43
3/08/2022 Item # 49	DOC-2022-217 : Approve amendment to agreement with Encompass Community Services for the Transition Age Youth program, to extend the term of the contract to June 30, 2024, increasing the agreement by \$2,133,130, to a new three-year total amount of \$3,078,219 to provide additional case management and housing supports and stability for current and former foster youth, and take related actions, as recommended by the Director of Human Services	45
3/08/2022 Item # 50	DOC-2022-218 : Approve addition of 2.0 full-time equivalent Social Work Supervisor I and 2.0 full-time equivalent Social Worker II positions to the Human Services Department Family and Children’s Services division to support the Child and Family Team program, and take related actions, as recommended by the Director of Human Services	47

COMMISSION COMMITTEE AGENDAS AND MINUTES

- Child Care Planning Council <http://www.childcareplanning.org/>
- IHSS Advisory Commission <http://www.santacruzhumanservices.org/AdultLongTermCare/InHomeSupportiveServices/AdvisoryCommission.aspx>
- Santa Cruz County Women’s Commission <http://www.sccwc.org/Home/Meetings.aspx>
- Santa Cruz County Seniors Commission <http://www.sccseniors.org/Home/Meetings.aspx>
- Santa Cruz County Commission on Disabilities <http://scccod.net/>
- Santa Cruz County Latino Affairs Commission <http://scclatinoaffairs.org>

OTHER MATERIALS

- Meeting Minutes – January 2022 (page 49 of packet)
- AB361 (page 51 of packet)
- Draft 2022 Workplan (page 53 of packet)



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Ratify Late CAL Renewals

Meeting Date: January 25, 2022

Recommended Action(s):

- 1) Accept and file second report on agreements on the Continuing Agreements List (CAL) that did not meet the Continuing Agreements List renewal deadline as listed in the Agreements List; and
- 2) Authorize the Auditor-Controller's Office to resume payment of invoices for agreements on the Continuing Agreements List that did not meet the renewal deadline, as outlined in the Agreements List.

Executive Summary

The Human Services Department (HSD) requests the Board accept a second report regarding five agreements with various contractors that were on the Continuing Agreements List (CAL), but were fully executed past the CAL renewal deadline set by policy. Additionally, HSD requests that the Board authorize the Auditor-Controller's Office to resume payments of invoices for these CAL agreements, as payments were placed on hold per policy pending Board receipt of the report.

Background

On June 29, 2021, the Board approved the CAL for Fiscal Year (FY) 2021-22, which HSD submitted based on the best-known information regarding contract renewals at the time. As per the CAL policy, the deadline for renewal of agreements listed on the CAL was moved from October 1, 2021 to November 1, 2021 because the County was under an emergency declaration at the time the CAL was published. Per CAL policy, payments for agreements not fully executed by the CAL renewal deadline were suspended until HSD completed a report back to the Board regarding the late agreements and the Board authorized resumption of payments for these late agreements.

Analysis

Due to ongoing complexities related to COVID-19 and a changing landscape in terms of service focus and funding, contract negotiations for renewing agreements continued past the November 1, 2021 CAL renewal deadline. Of the 108 contracts listed on the CAL for HSD, HSD fully executed 96 contracts approved for renewal by the November 1, 2021. Six of the remaining twelve were completed after the deadline with no substantive scope of work changes and within permissible amounts as authorized by the CAL, and were reported to the Board on December 7, 2021. HSD has finalized negotiations with vendors on five of the remaining six agreements.

Four of the agreements HSD is reporting on are part of CORE Investments and are amendments to larger multi-year agreements: Community Action Board, Seniors Council of Santa Cruz & San Benito Counties, Watsonville YMCA, and YWCA Watsonville. The agreement with The Salvation Army for shelter services in north county is related in part to the County COVID Shelter and Care response. Negotiations for this agreement were delayed due to COVID sheltering being extended at this facility from October through December.

Financial Impact

Authorization of resumption of payments for invoices related to the late agreements noted in Attachment A does not result in an additional General Fund contribution and funding for these agreements is already established in the HSD FY 2021-22 budget.

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) - Accepting the report on these agreements will allow continuity of existing services and supports for the community.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement List - Attachment A
- b ADM-29 22W4044 YWCA Watsonville
- c ADM-29 22W4043 Watsonville YWCA
- d ADM-29 22W4010 CAB
- e ADM-29 22W4037 Seniors Council
- f ADM29 22C4204 Salvation Army



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Community Programs
(831) 454-4130

Subject: Delay the CORE RFP deadline

Meeting Date: January 25, 2022

Recommended Action

- 1) Approve extension of submission deadline for the Collective of Results and Evidence-based (CORE) Requests for Proposals (RFP) to March 4, 2022; and
- 2) Direct the Human Services Department to return on March 8, 2022, with an update on the CORE process.

Executive Summary

The Human Services Department (HSD) seeks the Board's approval for extending the CORE request for proposals (RFP) due date to March 4, 2022, due to the impacts of the COVID surge on county service providers. An amended RFP with the updated proposal deadline and CORE RFP timeline will be posted no later than February 2, 2022. HSD will return on March 8, 2022, to provide an update.

Background

On November 9, 2021, the Board approved the release of the RFP for the next CORE Investments funding cycle, with an application due date of February 4, 2022. On November 16, 2021, HSD and the City of Santa Cruz jointly released the RFP.

Since late December 2021, the county has experienced a surge in COVID 19 case rates due to the Omicron variant. The impacts of the recent surge have resulted in increased need among community members and decreased workforce for employers. HSD has received multiple communications from community partners that they have been severely impacted by this most recent surge and are requesting consideration to delay the RFP application deadline.

Analysis

Development of this CORE RFP was informed by multiple stakeholder meetings and feedback from our community. To honor the spirit of the collaboration that has driven this process, HSD recommends a delay in the application submittal deadline. Based on current Public Health information, delaying the RFP to March 4, 2022, will allow time to move past the intense surge in cases. HSD will post an amended RFP with the updated proposal deadline and CORE RFP timeline no later than February 2, 2022. HSD will

return to the Board as scheduled on March 8, 2022, to provide an update on the CORE RFP process.

Financial Impact

There are no financial impacts to the current year budget.

Strategic Plan Element(s)

1.A-D (Comprehensive Health & Safety) - Extending the CORE RFP deadline due to the current COVID 19 surge supports prioritizing the health and well-being of community members and the staff of service agencies responding to the needs.

6.D (Operational Excellence: Continuous Improvement) - Extending the CORE RFP deadline supports operational excellence & continuous improvement by responding to a community need expressed by organizations that support systemwide services and collaborations.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Approve Limited Term IT Desktop Support Services Analyst I/II

Meeting Date: January 25, 2022

Recommended Actions

- 1) Approve the addition of 1.0 full-time equivalent Limited Term IT Desktop Support Services Analyst I/II through June 30, 2022, authorize the Personnel Department to take necessary actions to classify the position.

Executive Summary

The Human Services Department (HSD) requests the Board approve the addition of a limited term IT Desktop Support Services Analyst I/II to ensure sufficient personnel are available to complete a desktop computer conversion project.

Background

As a result of the COVID-19 pandemic, the County adopted a hybrid remote work policy. In response, HSD initiated a desktop computer conversion project to laptops and docking stations as product warranties on the desktop computers expired. An extra help IT support staff was hired to provide additional deployment support. The extra help employee has reached the maximum number of allowable work hours, thus HSD requests approval to add a limited term position.

Analysis

HSD has ordered 300 laptops and related accessories, including docking stations, to support the work of the Employment and Benefit Services Division that are expected to arrive in February 2022. The deployment of laptops to staff is expected to take several months, therefore, HSD proposes to add the limited term position through the end of the current fiscal year to ensure the project is not delayed.

Financial Impact

The cost of this limited term position for the remainder of FY 2021-22 is \$56,521. Offsetting revenues of \$25,304 from State and federal reimbursement leaves a General Fund cost of \$32,317. Sufficient General Funds are available in the current FY 2021-22 HSD budget. No new General Funds are requested.

- Index/GL Key: 392100

Strategic Plan Element(s)

6.D Operational Excellence (County Workforce)

Approving the addition of this limited term position will ensure that Human Services has sufficient personnel available to complete the desktop conversion project.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Employment and Benefit Services Division

(831) 454-4130

Subject: Encompass Youth Resource Center Site Improvement Amendment

Meeting Date: January 25, 2022

Recommended Action(s):

Approve amendment to a contract with Encompass Community Services, at an unchanged total amount of \$361,260, extending the term of the contract to June 30, 2022 to provide additional time and flexibility to complete phase 2 site improvements, and authorize the Director of Human Services to execute the agreement.

Executive Summary

To improve support services for local youth and young adults experiencing or at risk of homelessness, the Human Services Department (HSD) entered into a contract with Encompass Community Services (Encompass) for necessary site infrastructure improvements to enable Encompass to open and operate their Youth Resource Center (Resource Center). HSD recommends the Board of Supervisors (Board) approve an amendment to the contract, extending its term end date to June 30, 2022 and altering its budget structure with no additional increase in total budget. This amendment would allow for additional time and flexibility to Encompass to complete and finalize all site improvements.

Background

In March 2019, pursuant to a request for proposals (RFP) issued by the Continuum of Care (CoC), known locally as the Homeless Action Partnership (HAP), Encompass was selected to establish and operate a Resource Center at a property to be leased in Santa Cruz County. Encompass identified and leased a site within the City of Santa Cruz (City) for this purpose, and the City approved of the project plan in the spring of 2021 as part of the first phase of Encompass' implementation plan.

In June 2021, the Board approved a contract with Encompass to fund "Phase 2" site improvement projects and complete the new Resource Center at their leased site in order to begin operations by December 31, 2021. As a result of permitting and construction delays caused in part by the Coronavirus pandemic, Encompass requires additional time to complete phase 2 site improvements, with a planned completion date of no later than June 30, 2022. In addition, the payment schedule for actual project costs were also affected by delays, necessitating a change in the contract budget structure to fit the revised project schedule but with no changes to the total contract budget.

Analysis

Encompass will complete and finalize all site improvements by June 30, 2022, however the budget modification will provide needed flexibility in the related payment structure while keeping the cost of the full project unchanged at \$361,260. Since there will be approximately a one month gap from when the contract's original term expired, December 31, 2021, to when the Board will consider this request, HSD is also requesting that the Board approve the amended contract term to retroactively cover the gap in time, making the amended contract term from June 1, 2021 to June 30, 2022.

Once the phase 2 site improvements covered by the contract are completed, Resource Center program operations will be fully funded by Encompass. A fully operational Resource Center will allow youth and young adults (YYA) experiencing or at risk of homelessness to access showers, laundry facilities, food, and support for education and employment activities. YYA will also be assessed for additional services, connected to mainstream resources, and receive housing navigation and case management support.

Financial Impact

Amending this agreement will not result in the need for additional General Fund contribution.

Funding for this site improvement contract with Encompass Community Services comes from the California Homeless Coordinating and Financing Council's Homeless Housing Assistance and Prevention (HHAP) allocation, for the purpose of opening a Youth Resource Center. Funds for this amended agreement were included the Human Services Department's FY 2021-22 Approved Budget.

Encompass Community Services No. 21W4104, Index/GL Key: 391200/62381

Strategic Plan Element(s)

2.D (Attainable Housing: Homelessness) - The site infrastructure improvements HSD will fund for Encompass's future Youth Resource Center will enable Encompass to meet basic needs and provide housing-focused services to assist youth and young adults experiencing or at risk of homelessness in Santa Cruz County.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - 21W4104 Encompass YRC Site Improvements Amendment (e-sign)
- b ADM-29 21W4104 Encompass Community Services A01



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Continuum of Care Policy Board Nominations

Meeting Date: January 25, 2022

Recommended Action(s):

- 1) Accept the nomination of Tiffany Cantrell-Warren, Assistant Director, County of Santa Cruz Health Services Agency, to a two-year term on the Watsonville/Santa Cruz City and County CoC (CA-524) Board, known as the Housing for Health Partnership Policy Board;
- 2) Accept the nomination of Heather Rogers, County of Santa Cruz Public Defender, to a two-year term on the Watsonville/Santa Cruz City and County CoC (CA-524) Board, known as the Housing for Health Partnership Policy Board;
- 3) Accept the nomination of Ryan Coonerty, County of Santa Cruz, 3rd District Supervisor, to a two-year term on the Watsonville/Santa Cruz City and County CoC (CA-524) Board, known as the Housing for Health Partnership Policy Board;
- 4) Accept the nomination of Manu Koenig, County of Santa Cruz, 1st District Supervisor, to a two-year term on the Watsonville/Santa Cruz City and County CoC (CA-524) Board, known as the Housing for Health Partnership Policy Board; and
- 5) Return for consideration of final appointments on February 1, 2022.

Executive Summary

The federal Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) codified in law the role and functions of a local Continuum of Care (CoC) focused on coordinating efforts to prevent and end homelessness. Several federal and State programs and funding sources require involvement of a local CoC in making recommendations and some decisions on how community resources are utilized to prevent and end homelessness at the local level. CoCs are designed to promote a community-wide commitment to the goal of ending homelessness; provide funding for efforts for rapidly re-housing homeless individuals and families; promote access to and effective use of mainstream programs; and optimize self-sufficiency among individuals and families experiencing homelessness. CoCs must establish a Board to carry out certain activities of the CoC. Historically, the Watsonville/Santa Cruz City and County CoC (CA-524) was known as the Homeless Action Partnership (HAP). On June 18, 2021, the HAP adopted a new CoC governance charter that called for the creation of a

new CoC Board, working groups, and committees in calendar year 2022. The new Board will be known as the Santa Cruz County Housing for Health Partnership Policy Board and meetings will be open to the public. The governance charter calls for the County of Santa Cruz Board of Supervisors to nominate four individuals for two-year terms of service on the new Housing for Health Partnership Policy Board. The proposed action involves the nomination of four individuals to this new Policy Board. Nominees are recommended by the Chair of the Board in concert with the County Administrative Office (CAO).

Background

In 1995, the federal department of Housing and Urban Development (HUD) developed the concept of a Continuum of Care (CoC) through its annual competition for HUD homelessness assistance grants. At that time, the CoC was envisioned as a local network of relevant organizations and stakeholders that plans and coordinates funding for services and housing to assist individuals and families at-risk of or currently experiencing homelessness. Examples of CoC representatives identified by HUD documents and guidelines include - nonprofit homelessness assistance providers, victim services providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social services providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations serving veterans, and homeless or formerly homeless individuals. HUD currently identifies the local CoC region as CA-524, the Watsonville/Santa Cruz City and County CoC with geographic boundaries mirroring County of Santa Cruz boundaries.

The federal Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) codified in law the role and functions of a local CoC focused on coordinating efforts to prevent and end homelessness. Since the passage of the HEARTH Act, an increasing number of federal, State, and local programs and funding resources require involvement and collaboration with the local CoC. HUD regulations assign the following responsibilities to CoCs:

- 1) Regular meetings of the full membership with published agendas, at least semiannually.
- 2) Public invitations for new members from within the CoC's geographic area at least annually.
- 3) Adopt and follow a written process to select a CoC board to act on behalf of the CoC. The CoC must review, update, and approve the selection process at least once every five years. The CoC board must meet certain federal requirements.
- 4) Appoint additional committees, subcommittees, or work groups as needed.
- 5) Update a governance charter on an annual basis that meets certain HUD requirements.
- 6) Monitoring and evaluation of programs funded with CoC-linked resources.
- 7) Establishment of a centralized and coordinated system for people experiencing homelessness.
- 8) Development of written standards for program-types supported with CoC-linked resources.

More details about CoC responsibilities can be found in Attachment 1 - Establishing and Operating a Continuum of Care.

A CoC Board must follow HUD guidelines including federal conflict of interest regulations. The CoC must establish a Board that is selected in compliance with the process approved by the CoC. According to HUD, the board composition must:

- 1) Include at least one homeless or formerly homeless individual.
- 2) Represent the relevant organizations and projects serving homeless subpopulations, such as persons with substance use disorders, persons with HIV/AIDS, veterans, the chronically homeless, families with children, unaccompanied youth, the seriously mentally ill, and victims of domestic violence, dating violence, sexual assault, and stalking.

The Watsonville/Santa Cruz City and County CoC has been known as the Homeless Action Partnership (HAP). The County of Santa Cruz Board of Supervisors adopted the Housing for a Healthy Santa Cruz Strategic Framework, which specifically called for County staff to “design, launch, and operate a new regional coalition, anchored by a leadership and accountability structure.” Human Services Department staff from its Housing for Health Division worked with the current HAP Board and Executive Committee to develop a new governance charter and CoC coalition structure consistent with the framework.

On June 18, 2021, the HAP Board adopted a new governance charter that outlined a process for establishing a new CoC entity in 2022. The new governance charter is included as Attachment 2. The new CoC Board will be known as the Santa Cruz County Housing for Health Partnership Policy Board. Meetings will be open to the public with agendas and meeting minutes published on an accessible website.

The governance charter calls for the Policy Board to include nine (9) jurisdictional, three (3) operational and working group, and (3) partner system representatives. Policy Board representatives will attend a minimum of six meetings per year and agree to serve for two-year terms. The jurisdictional representatives include appointments to be made by local city councils and the County Board of Supervisors. The cities of Watsonville and Santa Cruz have two appointments each. The cities of Scotts Valley and Capitola alternate appointing one individual to the Board. Capitola will be nominating one individual for the initial board. The County Board of Supervisors can nominate four individuals for the new Policy Board.

Analysis

In support of the Board adopted, Housing for a Healthy Santa Cruz Strategic Framework, the current CoC Homeless Action Partnership (HAP) adopted a new governance charter intended to increase the effectiveness and impact of the CoC in preventing and ending homelessness in Santa Cruz County. The Board of Supervisors plays an important role in nominating four representatives to the new Santa Cruz Housing for Health Partnership Policy Board.

Rates of homelessness vary throughout the United States and California. Research has established strong correlations between rates of homelessness in each community and the housing affordability gap between household incomes and housing costs. However, the housing affordability gap alone does not fully explain different regional rates of homelessness. A variety of other factors contribute to homelessness including the ability of local health, housing, human service, and criminal justice systems to work collaboratively with the community on shared goals and initiatives focused on prevention and re-housing efforts. Nominees to the CoC Board should possess a commitment to the goal of ending homelessness, a passion for working in innovative, dynamic, and collaborative efforts, and a desire to bring personal and professional resources and influence networks into alignment with shared strategic plans and goals.

The County Administrative Office (CAO), Chair of the Board of Supervisors, and staff from the Human Services Department Housing for Health Division believe the four proposed nominees possess the attributes necessary to make a positive contribution to the Santa Cruz County Housing for Health Partnership Board.

Tiffany Cantrell-Warren currently serves as an Assistant Director of the County of Santa Cruz Health Services Agency and brings a wealth of experience related to the intersection of public health, business, and philanthropy. She also is actively involved in California Medi-Cal reform efforts and their impacts at the local level, particular for people experiencing homelessness and those living with behavioral health issues.

Heather Rogers is the first and recently appointed Public Defender for the County of Santa Cruz. The public defender works with many individuals at-risk of or experiencing homelessness that have had contact with the criminal justice system. In her role, Heather is forming a new Public Defender office centered on a collaborative and holistic approach that amplifies client choices, dignifies their experiences, and honors their humanity.

Supervisor Ryan Coonerty currently serves as the 3rd District Supervisor for Santa Cruz County. The 3rd District stretches from 7th Avenue in Live Oak through the City of Santa Cruz and up the North Coast, including the communities of Davenport and Bonny Doon. He is a two-time former Mayor of the City of Santa Cruz and participates in ongoing city-county planning conversations related to preventing and ending homelessness.

Supervisor Manu Koenig currently serves as the 1st District Supervisor for Santa Cruz County. The 1st District includes Live Oak, Pleasure Point, Soquel Village, Happy Valley, Soquel San Jose Road, and a large portion of the Summit area. Parts of the cities of Capitola and Santa Cruz are included as well. He represents the Board of Supervisors on the Association of Monterey Bay Area Governments, serves as a liaison to the Mobile and Manufactured Home Commission, and sits on the Oversight Board for the Consolidated Redevelopment Agency.

All four nominations will return to the Board of Supervisors for final appointment on February 1, 2022.

Financial Impact

Nomination of four county selected representatives to the Santa Cruz Housing for Health Policy Board will have no direct financial impact on the County. County provided staffing and financial resources to support the work of the Board are included in the annual County budgeting process.

Strategic Plan Element(s)

The recommended actions address the following Strategic Plan elements related to housing and homelessness by nominating leaders to participate in a collaborative process to expand affordable and supportive housing while also expanding and improving supportive services focused on preventing and ending homelessness.

2.A.ii Attainable Housing (Affordable Housing) - Pursue local and state funding to support affordable housing and rental assistance.

2.D Attainable Housing (Homelessness) - Expand services to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Establishing an Operating a CoC program - Attachment 1
- b Housing for Health Partnership Governance Charter - Attachment 2



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Approval to Submit Two Project Homekey Applications

Meeting Date: January 25, 2022

Recommended Action(s):

- 1) Accept and file report on Human Services Department (HSD) coordination with other County Departments, the City of Watsonville, and co-applicant development partners to meet the planning, financial, and other submission requirements for State of California Project Homekey Round 2 (Homekey) funding for supportive housing projects in Santa Cruz County;
- 2) Adopt resolution authorizing the County to submit a joint application with 2838 Park Ave, LP, for an award up to \$13.5 million in Homekey funds for a supportive housing project located at 2838 Park Ave., Soquel, CA 95073, and authorize the HSD Director to sign the application and related documents, and, if awarded, enter into a standard agreement with the California Department of Housing and Community Development (HCD) and co-applicant for the Homekey grant, and take related actions;
- 3) Adopt resolution authorizing the County to submit a joint application with Shangri-La Industries, LLC, for an award up to \$39 million in Homekey funds for a supportive housing project located at 1620 W. Beach Street, Watsonville, CA 95076, and authorize the HSD Director to sign the application and related documents, and, if awarded, enter into a standard agreement with HCD and co-applicant for the Homekey grant, and take related actions; and
- 4) Direct HSD to return to the Board with an update on the County's Homekey applications on or before March 22, 2022, to include any necessary side agreements with co-applicants and other parties, to clarify responsibilities, and mitigate risk to the County should the Homekey funding be approved.

Executive Summary

On September 9, 2021, HCD announced the availability of approximately \$1.45 billion in Homekey funds to sustain and rapidly create housing for people experiencing homelessness or at risk of homelessness. Applications for funding are accepted and evaluated by HCD on a continuous, over-the-counter basis. Applications received prior to January 31, 2022, are eligible for bonus funding and will be considered for funding set aside for the Central Coast region. After this date, applications will be funded out of remaining funding available statewide until May 2, 2022, or until all funding has been allocated. Due to the potential for program oversubscription, eligible applicants are encouraged to submit their applications as soon as possible. Applications require a local

government agency, as Lead Applicant, to submit the applications alone or jointly with a nonprofit or for-profit corporation as Co-Applicant.

The proposed Board action authorizes the County to apply for State funding for two permanent supportive housing projects with two development partners for projects at 2838 Park Avenue in Soquel, and 1620 W. Beach Street in the City of Watsonville. The actions recommended in this report do not commit the County to provide any County funding to these projects. Separate actions will be brought to the Board related to any financial or other commitments required to support these projects.

Background

On September 9, 2021, HCD announced a Notice of Funding Availability of approximately \$1.45 billion in Homekey funding to sustain and rapidly expand the inventory of housing for people experiencing homelessness or at risk of homelessness. Homekey is an opportunity for state, regional, and local public entities to develop a broad range of housing types, such as, hotels, motels, hostels, single-family homes and multifamily apartments, adult residential facilities, and manufactured housing and to cover conversion of commercial properties and other existing buildings to interim or permanent housing for the target population.

On January 11, 2022, the Board approved the first submission of a Homekey project application for 801 River Street in Santa Cruz. Information related to the Notice of Funding Availability, Project Homekey application requirements, and funding sources were provided in that letter. Some key highlights of the program:

- Developers must partner with a local government agency to be eligible for Homekey funding
- Applications are processed on continuous, over the counter basis, with awards made until all available funding has been allocated or May 2, 2022, whichever comes first
- Projects that receive funding must complete their projects within 12 months of receipt of the award and commit to project occupancy within 90 days completion of the project
- The Central Coast regional set-aside money will be awarded for applications received prior to January 31, 2022, increasing likelihood of project approval

Analysis

Project Homekey provides a unique opportunity for the County of Santa Cruz and qualified partners to acquire and develop properties for use as permanent supportive or interim housing for households experiencing homelessness. The Homekey application process provides incentives for local government agencies and partners to create plans for viable projects that can be developed and occupied as quickly as possible, generally within 8 to 12 months of an award. Each project will require a mix of critical elements to secure Homekey funding, such as site control, qualified and willing developers and service partners, local government support, and resource contributions from multiple stakeholders.

Over the last four months, HSD and Planning Department staff have collaborated with State Homekey program staff and various parties interested in the program to identify and evaluate potential Homekey housing projects. Based on these efforts, several

projects have been identified to date that could meet Project Homekey application and project requirements prior to established deadlines. Staff determinations were made based on a review of Homekey requirements, the feasibility of proposed projects, co-applicant performance on predevelopment tasks, capacity and qualifications of applicant team, readiness to apply, and local government support.

Two of the proposed projects appear ready to apply and are included in this proposed Board action. Board of Supervisors approval of the attached resolutions authorizing County co-application for Homekey funds for these projects is necessary to pursue this unique funding opportunity. The application process will continue to require some in-kind support from County staff in HSD and Planning in the coming weeks. One or more of these projects may require one-time or ongoing financial commitments from the County for capital, operating, or supportive services costs. If so, those funding commitments will be brought before the Board in a timely manner. A companion item from the Planning Department, proposing a loan of Low-Mod Housing funds for one of the proposed projects is also on today's meeting agenda for the Board's consideration.

The proposed Board resolutions authorize County staff to continue working with the development partners to submit the Homekey applications as quickly as possible. No formal commitments of County funding will be included in Homekey applications without prior authorization from the Board. Staff will recommend additional Homekey applications only if staff determine the projects meet minimum threshold and scoring requirements of the Homekey program and appear feasible.

Any delay in the recommended actions will significantly reduce the likelihood of obtaining Homekey awards. Funding for projects will help local jurisdictions meet their Regional Housing Needs Allocation (RHNA) very low-income housing development goals. Homekey funding supports the County in achieving permanent supportive housing development goals outlined in the Housing for a Healthy Santa Cruz framework for preventing and ending homelessness.

This is an extremely rare, historic opportunity, not likely to be repeated in the near term, and accessing these resources has substantial benefit to meeting the County's strategic goals related to affordable housing development and addressing homelessness.

The Homekey projects seeking authorization to apply for funding through this Board action include:

2838 Park Ave, Soquel, CA 95073. This project site is a vacant commercial lot next to a commercial office property near Highway 1 and Cabrillo College. Both parcels are under common ownership and proposed to be redeveloped as a mixed-use project, with access to the housing site provided through the existing commercial parking lot. The development partner, 2838 Park Ave, LP, is an affiliate of Novin Development. The proposed project consists of up to 35 permanent supportive housing units and one manager's unit, in a compact, three-story building along the rear of the existing parking lot, with some tuck-under and at-grade parking. The applicant proposes to use modular construction to meet the expedited completion timeframe required by Homekey.

The total cost of the development is estimated at \$26 million. The primary proposed

funding sources include Homekey, and a conventional mortgage based on the revenue generated by project-based vouchers, as is typical for most tax credit projects. The applicant has up to \$1.5 million in additional gap financing from the County's Low-Moderate Income Housing fund, as described in the companion report from Planning, also on today's agenda. Deed restrictions imposed by Homekey and the County will require the project to remain affordable for extremely low-income (ELI) households at-risk of or experiencing homelessness for 55 years. Homekey funding will also help cover supportive services, property maintenance, and operating costs for the site. This project qualifies for streamlining measures through several state laws (AB 140 of 2021 and AB 2162 of 2017).

Abode Services (Abode) currently operates a wide range of programs for people at-risk of or experiencing homelessness within Santa Cruz County and throughout the Bay Area. FPI Property Management will manage the property, while Abode will provide supportive services to tenants. Without the Homekey program, this proposed project to house the target population with extremely low incomes and provide the supportive services would not be possible. The project might still be feasible in a modified form, either as mixed-income housing with both market-rate and affordable units, or as more conventional affordable housing, serving very low- and low-income tenants, with possibly a handful of units serving ELI tenants. However, the financial and practical feasibility of either of those approaches is unknown currently.

1620 W. Beach St., Watsonville, CA 95076. This project proposes that Shangri-La Development Inc. ("SLI") acquire the existing Rodeway Inn, operated currently as a Project Roomkey COVID-19 shelter, located at 1620 W. Beach Street in the City of Watsonville. Initially built in 1999, the 94-unit hotel spans 41,031 square feet and includes 95 parking spaces. It currently features double queen, single king, and suites layouts that will be converted into permanent supportive housing micro-units for individuals who are homeless and chronically homeless. After acquisition, SLI will convert the existing rooms to permanent supportive housing for those who have, are, or at risk of experiencing homelessness. The proposed units will serve tenants who qualify with incomes below 30% of the Area Median Income referred through the local Continuum of Care (CoC) coordinated entry system. One unit will be dedicated to the property manager. 14 units will be for persons with mobility disabilities and nine (9) units will be for persons with hearing or vision disabilities.

There is approximately 3,000 square feet of common area that will be configured as a Community Room (1,000 SF), Computer Center (200 SF), Supportive Services Space (400 SF), Managers Office (300 SF), Staff Offices (700 SF), and Meeting Room (400 SF). The scope of work includes structural upgrades; ADA compliance; backfilling the existing pool; adding convertible kitchenettes in each unit; upgraded finishes, fire/life/safety, MEP system, landscape and hardscape; and access control points and security cameras. The development will comply at a minimum with the California Green Building Standards Code Part 11, Title 24, California Code of Regulations (CALGreen). CALGreen measures include energy-efficient appliances, water conservation plumbing equipment, drought-tolerant landscaping, and, in some cases, solar if possible - among other criteria. No additional units or expansion of the building's floor area or height will be conducted. SLI will complete the renovation over six months to have the property

ready for occupancy within an 8-month period. SLI will work with project partners to leverage the maximum amount of funding available from Homekey to cover acquisition, capital development, operating, and ongoing supportive services costs. The estimated total property acquisition and development cost for the site is \$32 million. The proposed \$39 million identified in the resolution reflects an HCD recommended excess amount to cover potential additional bonus and operational funding the project might secure from Homekey.

Financial Impact

Approval of the resolutions recommended herein will not impact the General Fund.

As noted above, there is a companion Planning item on the agenda regarding the requested County gap financing from the Low-Mod Housing Fund for predevelopment and development costs of the Park Avenue project.

The Shangri-La project has not requested any County funds for capital costs and is not eligible for Low-Mod housing funds due to its location within the City of Watsonville. As the application process progresses and financial commitments become more solidified, the project will be brought back before the Board of Supervisors for discussion and approval prior to finalizing any development agreement.

HSD staff will continue to evaluate the risks, and if needed, will enter into a side agreement with co-applicants to clarify responsibilities and mitigate risk to the County.

Strategic Plan Element(s)

The recommended actions address the following Strategic Plan elements related to housing and homelessness by increasing the number of permanent supportive housing units in the County.

Attainable Housing, Goal 2.A(ii): Affordable Housing - Pursue local and state funding to support affordable housing and rental assistance.

Attainable Housing, Goal 2.D: Homelessness - Expand services to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Resolution - Project Homekey Shangri-La Industries
- b Resolution - Project Homekey 2838 Park Ave, LP



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Project Homekey Grant Application and Resolution for "Vets Village"

Meeting Date: January 25, 2022

- 1) Accept and file report on Human Services Department (HSD) coordination with other County Departments and co-applicant development partners to meet the planning, financial, and other submission requirements for State of California Project Homekey Round 2 (Homekey) funding for supportive housing projects in Santa Cruz County; and
- 2) Adopt resolution authorizing the County to submit a joint application with Santa Cruz County Veterans Memorial Building Board of Trustees, for an award up to \$10 million in Homekey funds for a Veterans' Village supportive housing project located at 8705 Highway 9, Ben Lomond, CA 95005; and
- 3) Upon completion of Homekey application outstanding items for this project, authorize the HSD Director to sign the application and related documents, and, if awarded, enter into a standard agreement with the California Department of Housing and Community Development (HCD) and co-applicant for the Homekey grant, and take related actions; and
- 4) Direct HSD to return to the Board with an update on the County's Homekey applications on or before March 22, 2022, to include any necessary side agreements with co-applicants and other parties, to clarify responsibilities, and mitigate risk to the County should the Homekey funding be approved.

Executive Summary

On September 9, 2021, HCD announced the availability of approximately \$1.45 billion in Homekey funds to sustain and rapidly create housing for people experiencing homelessness or at risk of homelessness. Applications for funding are accepted and evaluated by HCD on a continuous, over-the-counter basis. Applications received prior to January 31, 2022 are eligible for bonus funding and will be considered for funding set aside for the Central Coast region. After this date, applications will be funded out of remaining funding available statewide until May 2, 2022, or until all funding has been allocated. Due to the potential for program oversubscription, eligible applicants are encouraged to submit their applications as soon as possible. Applications require a local government agency, as Lead Applicant, to submit the applications alone or jointly with a nonprofit or for-profit corporation as Co-Applicant.

The proposed Board action authorizes the County to apply for State funding for a

Veterans' Village permanent supportive housing project with development partners for projects at 8705 Highway 9 in Ben Lomond. The actions recommended in this report do not commit the County to provide any County funding to these projects. Separate actions will be brought to the Board related to any financial or other commitments required to support these projects.

Background

On September 9, 2021, HCD announced a Notice of Funding Availability of approximately \$1.45 billion in Homekey funding to sustain and rapidly expand the inventory of housing for people experiencing homelessness or at risk of homelessness. Homekey is an opportunity for state, regional, and local public entities to develop a broad range of housing types, such as, hotels, motels, hostels, single-family homes and multifamily apartments, adult residential facilities, and manufactured housing and to cover conversion of commercial properties and other existing buildings to interim or permanent housing for the target population.

On January 11, 2022, the Board approved the first submission of a Homekey project application for 801 River Street in Santa Cruz. Information related to the Notice of Funding Availability, Project Homekey application requirements, and funding sources were provided in that letter. Some key highlights of the program:

- Developers must partner with a local government agency to be eligible for Homekey funding
- Applications are processed on continuous, over the counter basis, with awards made until all available funding has been allocated or May 2, 2022, whichever comes first
- Projects that receive funding must complete their projects within 12 months of receipt of the award and commit to project occupancy within 90 days completion of the project
- The Central Coast regional set-aside money will be awarded for applications received prior to January 31, 2022, increasing likelihood of project approval

Analysis

Project Homekey provides a unique opportunity for the County of Santa Cruz and qualified partners to acquire and develop properties for use as permanent supportive or interim housing for households experiencing homelessness. The Homekey application process provides incentives for local government agencies and partners to create plans for viable projects that can be developed and occupied as quickly as possible, generally within 8 to 12 months of an award. Each project will require a mix of critical elements to secure Homekey funding, such as site control, qualified and willing developers and service partners, local government support, and resource contributions from multiple stakeholders.

The proposed Veterans' Village project seeks to apply for Homekey funding as soon as the project plan meets Homekey application and other County project-specific requirements. Minimum project requirements that must be met prior to application submittal for this project are delineated in Attachment 1 - Veterans' Village Homekey Application Requirements.

Board of Supervisors approval of the attached resolution authorizing County co-application for Homekey funds for this project is necessary to pursue this unique funding opportunity. The application process will continue to require some in-kind support from County staff in HSD and Planning in the coming weeks. This project may require one-time or ongoing financial commitments from the County for capital, operating, or supportive services costs. If so, those funding commitments will be brought before the Board in a timely manner.

The proposed Board resolutions authorize County staff to continue working with the Veterans' Village development partners to submit the Homekey applications as quickly as possible. No formal commitments of County funding will be included in Homekey applications without prior authorization from the Board. Staff will recommend additional Homekey applications only if staff determine the projects meet minimum threshold and scoring requirements of the Homekey program and appear feasible. These application and development requirements include establishing a clear and consistent project plan included in all Homekey application documents; finalizing pre-development, acquisition, construction and operating budgets that account for project needs identified during the pre-development stages; developing specific plans for obtaining required environmental review, waivers or approvals under the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), and under other state and local regulations; documenting the specific roles and responsibilities of project partners; and demonstrating adequate revenues for developing and operating the project according to Homekey guidelines.

Any delay in the recommended actions will significantly reduce the likelihood of obtaining Homekey awards. Funding for projects will help local jurisdictions meet their Regional Housing Needs Allocation (RHNA) very low-income housing development goals. Homekey funding supports the County in achieving permanent supportive housing development goals outlined in the Housing for a Healthy Santa Cruz framework for preventing and ending homelessness.

This is an extremely rare, historic opportunity, not likely to be repeated in the near term, and accessing these resources has substantial benefit to meeting the County's strategic goals related to affordable housing development and addressing homelessness.

The Homekey project seeking authorization to apply for funding through this Board action is a Veterans' Village permanent supportive housing project to be located at 8705 Highway 9, Ben Lomond, CA 95005.

The proposed project involves the acquisition, rehabilitation, and conversion of a resort-style motel into permanent supportive rental housing for veterans with disabilities and long histories of homelessness. The current site includes ten rental cabins and a four-bedroom, three-bathroom single family home. The development team proposes adding up to 9 additional rental units on the property for a total of 20 rental units that can provide housing for an estimated 20-24 tenants. Most of the rental units will be studios and one-bedroom units.

Front St., Inc. will provide property management and supportive services to tenants along with staff from the Santa Cruz County Veterans Memorial Building Board of

Trustees. The proposal also includes Veteran's Administration (VA) housing subsidies and supportive services for tenants. The current estimated total development cost for the site is \$6 million. Additional Homekey funding may be requested to cover a portion of initial site operational costs. The proposed board resolution for up to \$10 million provides applicant flexibility recommended by CA HCD.

Financial Impact

Approval of the resolutions recommended herein will not impact the General Fund.

As the application process progresses and financial commitments become more solidified, the project will be brought back before the Board of Supervisors for discussion and approval prior to finalizing any development agreement.

HSD staff will continue to evaluate the risks, and if needed, will enter into a side agreement with co-applicants to clarify responsibilities and mitigate risk to the County.

Strategic Plan Element(s)

The recommended actions address the following Strategic Plan elements related to housing and homelessness by increasing the number of permanent supportive housing units in the County.

Attainable Housing, Goal 2.A(ii): Affordable Housing - Pursue local and state funding to support affordable housing and rental assistance.

Attainable Housing, Goal 2.D: Homelessness - Expand services to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Resolution - Project Homekey Veterans' Village
- b Attachment 1 - Application Requirements Checklist



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Community Programs
(831) 454-4130

Subject: Approve amendments to Optimal Solutions

Meeting Date: February 15, 2022

Recommended Action(s):

Approve an amendment to the agreement with Optimal Solutions Consulting, contract W4050, increasing the amount by \$80,000 to the total amount of \$383,875 and modifying the scope of work to reflect enhancements to CORE Investments services and web-based CORE Investments tools, and authorize the Director of Human Services to execute the amendment.

Executive Summary

CORE Investments is both a funding model and a movement designed to improve the well-being of county residents. The County of Santa Cruz Human Services Department (HSD) recommends the Board approve an amendment to the existing Optimal Solutions Consulting agreement with HSD to increase the agreement by \$80,000, to a total of \$383,875. The additional funds will be used to expand capacity building efforts related to CORE funding processes and advancing equity.

Background

Since FY 2017-18, HSD's contracted consultant, Optimal Solutions Consulting, has provided facilitation and guidance to CORE Investments funded programs, worked with partners to develop web-based CORE tools, supported CORE shared leadership and infrastructure and launched an initiative to operationalize equity. This work continues to be generously supported by private foundations, most recently in October 2021, when HSD received \$100,000 in grant funds from the David and Lucile Packard Foundation to continue HSD's ongoing development of CORE Investments.

Analysis

HSD recommends the Board approve an amendment to the FY 2021-22 agreement with Optimal Solutions Consulting to increase the amount of the agreement by \$80,000 to the total amount of \$383,875. The attached amendment includes an updated budget and scope of work, and the additional funding will enhance Optimal Solutions Consulting's work to operationalize the existing CORE Investments project framework. Specifically, the additional funds will:

- Refine and expand capacity building related to the operationalization of equity, in partnership with organizations and collaboratives/initiatives with similar goals; and
- Expand technical assistance and capacity-building opportunities, coordinated with the 2021 CORE Investments Request for Proposals process, for funder staff

and community-based agencies

Financial Impact

In FY 2021-22, Optimal Solutions Consulting's work is supported by \$100,000 from the Packard Foundation (\$50,000 from a previously awarded grant, and \$50,000 from the grant awarded last October), and \$283,875 from HSD, which includes \$181,875 of CalWORKs funding, and \$102,000 in available HSD General Fund resources. The proposed Optimal Solutions Consulting amendment will not result in any additional impact to General Funds. The remaining Packard Foundation grant balance will be utilized in FY 2022-23.

Optimal Solutions Consulting No. 22W4050 - GL Key/Object: 392100/62381 (HSD - General Fund); 392100/75291 (CalWORKs).

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) - CORE Investments is a collective impact funding model and movement designed to improve the well-being of county residents.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - 22W4050 Optimal Solutions Amendment 1
- b ADM-29 22W4050 A01 Optimal Solutions Nicole Young



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Deferral of Report back on Housing and Homelessness

Meeting Date: February 15, 2022

Recommended Action(s):

Defer Human Services Department Housing for Health Division six-month plan update, after-action report on the Homeless Emergency Aid Program, and other updates for inclusion, in a comprehensive report back on March 22, 2022.

Executive Summary

The Board of Supervisors (Board) directed the Human Services Department (HSD) Housing for Health Division to present updates to the Board on a variety of activities related to addressing homelessness within the County in six-month intervals. The Board requested updates on progress made on the Housing for a Healthy Santa Cruz Framework and six-month plan goals as well as updates on other specific areas. The update will include a summary report on the Homeless Emergency Aid Program (HEAP) and the status of Project Homekey application submissions. HSD is requesting approval to defer the report until March 22, 2022, which will allow for a more complete update on the status of available state and federal funding resources and opportunities, as well as updates to the four Project Homekey application submittals approved by the Board in January 2022.

Background

On March 9, 2021, the Board approved the Housing for a Healthy Santa Cruz strategic framework for addressing homelessness within the County. The Framework calls for the development and implementation of six-month action plans consistent with Framework goals. The Board requested HSD implementation updates approximately every six months. The last update was provided on August 10, 2021, with the next update scheduled for February 15, 2022. HSD is requesting approval to defer the report until March 22, 2022, which will allow for a more complete update on the status of available state and federal funding resources and opportunities, as well as updates to the four Project Homekey application submittals approved by the Board in January 2022.

Analysis

The Housing for a Healthy Santa Cruz strategic framework calls for a more coordinated and systematic approach to addressing homelessness within the County. The Housing for Health Division plans on providing a comprehensive framework implementation update to the Board at its March 22, 2022 meeting. HSD expects to have additional information on the status of Project Homekey and other state funding requests by early to mid-March. The deferral will allow for the inclusion of updates on these funding opportunities as part of the overall presentation.

Financial Impact

There is no financial impact associated with deferring these Housing for Health Division updates.

Strategic Plan Element(s)

2.D. Attainable Housing: Homelessness - Providing a comprehensive report to the Board on the implementation status of the Housing for a Healthy Santa Cruz framework at its March 22, 2022 meeting.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Public Authority Admin Rate Increase

Meeting Date: February 15, 2022

Recommended Action(s):

Authorize the Human Services Department to submit an In-Home Supportive Services Public Authority rate change package to the California Department of Social services for approval of an administrative rate change.

Executive Summary

The Human Services Department (HSD) requests that the Board authorize the submission of a rate change package to the California Department of Social Services (CDSS) for approval of an increase in In-Home Supportive Services Public Authority (PA) administrative cost rate from \$0.52 per hour to \$0.69 per hour. Increased costs for PA personnel and general expenses have resulted in an increase in the PA administrative cost rate. There is no change in provider wages or benefits, nor is there any new county cost.

Background

On July 6, 2018, CDSS issued All-County Letter 18-79 that requires counties to submit a PA rate change package when there is a change in health benefits, non-health benefits, or administrative costs. On January 15, 2019, the Board authorized HSD to submit a rate change package for CDSS approval to increase the PA administrative cost rate from \$0.36 per hour to \$0.52 per hour. The rate change was approved by CDSS and effectuated on April 1, 2019. Since then, there have been additional administrative costs for PA requiring submission of a rate change package to approve the increase.

Analysis

The administrative rate estimate is calculated based on actual administrative costs against projected yearly PA hours. When the costs are claimed, if the actual administrative rate is above the estimated rate the difference must be paid by County Cost. Proactively increasing the administrative rate will ensure continued State and Federal participation for future administrative costs. As outlined below in Table 1, when the Board last authorized HSD to submit a rate change package to increase the administrative cost rate from \$0.36 per hour to \$0.52 per hour, the salary and benefits for PA personnel and general expenses were lower than currently estimated. With the increased costs taken into consideration, the appropriate revised administrative rate is now \$0.69 per hour. HSD is asking that the Board approve submission of the attached proposed rate change package to CDSS for approval, with changes to the administrative rate proposed to take effect May 1, 2022.

Table 1: Cost and Rate Summary

	2019 Rate Change	Current Estimates
PA Salary and Benefits	\$1,294,012	\$1,888,298
General Expenses	\$250,848	\$356,745
Admin Rate (per hour)	\$0.52	\$0.69

Financial Impact

Public Authority administrative costs have both State (Object #40505) and Federal (Object #40939) participation. Public Authority administrative costs are included in Fiscal Year 21-22 budget (Object #74074). Authorizing this item does not result in a General Fund contribution nor does it result in any new county cost.

Strategic Plan Element(s)

1. B (Comprehensive Health & Safety: Health Equity)

In-Home Supportive Services Public Authority assists seniors and people with disabilities to safely remain in their own homes with support from a personal care provider, which encourages independence and self-reliance, and provides a cost-effective alternative to institutional care.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

a Proposed Rate Change Packet - Attachment A



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Revise CESH Signatory

Meeting Date: February 15, 2022

Recommended Action(s):

Adopt resolution designating the Human Services Director or designee, and the Director of Housing for Health, as signatories for the California Emergency Solutions and Housing funds and related documents, as recommended by the Director of Human Services.

Executive Summary

The County of Santa Cruz (County), as the lead administrative entity for the Watsonville/Santa Cruz City and County Continuum of Care (CoC; also known as the Homeless Action Partnership or HAP), received California Emergency Solutions and Housing (CESH) funds from the California State Department of Housing and Community Development beginning 2018. Administration of the CESH Program funds transitioned from the County Administrative Office (CAO) to the Human Services Department (HSD) with the establishment of the HSD Housing for Health Division. HSD is requesting the Board approve a resolution that authorizes the HSD Director or the HSD Director's designee, the Director of Housing for Health, as the authorized signatory for CESH Program funds and CESH related documents.

Background

In 2018, the State of California (State) established the CESH Grant Program to provide funds to local jurisdictions in recognition of the urgent and immediate need for funding at the local level to combat homelessness. The State requires that the County, as the lead administrative entity for the CoC, adopt a resolution authorizing the County to receive CESH funds. Within this authorizing resolution, the County designates an authorized signatory to sign for CESH funds and related agreements with the State. The Board initially designated CAO staff as the authorized signatory for CESH funds.

In Fall 2020, the Housing for Health Division was established within HSD to function as the County's lead for homeless housing-related services and the CAO Homeless Services Coordination Office (HSCO) was integrated into HSD Housing for Health. This integration shifted the administrative oversight and management of CESH funds from the CAO to HSD. This necessitated an amended resolution, as per State requirements, designating the HSD Director or the Director of Housing for Health, as the HSD Director's designee as the authorized signatory for CESH.

Analysis

The requested resolution functions primarily to streamline the administrative oversight of CESH funds and agreements with the State. The Board previously approved a similar version of this resolution, with the primary difference being CAO staff designated as the authorized signatory. Currently, CAO staff continue to sign documentation for funds and processes primarily administered by HSD Housing for Health. There are no additional regulatory or administrative oversight functions the current arrangement meets. The Board's approval of the requested resolution would facilitate the transfer of this administrative function to streamline CESH related processes, and align it with the role assigned to HSD Housing for Health.

Financial Impact

This resolution has no impact to County general funds.

CESH funds are included in the current HSD Fiscal Year 2021-22 budget.

Strategic Plan Element(s)

Attainable Housing 2.D Homelessness. Adoption of the authorizing resolutions will result in receipt of State CESH funds which will support expansion of services to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Resolution - CESH Signatory Change (eSign)



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Approve Roof Replacement at 1040 Emeline Avenue

Meeting Date: February 15, 2022

Recommended Action(s)

1. Authorize the transfer of appropriations in the amount of \$140,000 from the Human Services Department Maintenance and Structural Improvements budget to the Plant Acquisition budget; and
2. Approve a plant acquisition project to replace the roof and gutters at 1040 Emeline Avenue in the not-to-exceed amount of \$140,000; and
3. Authorize the General Services Department to take the necessary steps to procure and administer this project.

Executive Summary

Board approval is requested for the Human Services Department (HSD) to replace the roof at 1040 Emeline Avenue, along with a transfer of appropriations to the Plant Acquisition budget. The total cost, including project administration, is not expected to exceed \$140,000. General Services (GSD) will perform project administration on behalf of HSD.

Background

The roof at 1040 Emeline Avenue is leaking and is in need of replacement. The roof was last replaced in 1996 and has reached the end of its useful life. During recent rainstorms in November and December 2021, the roof leaked several times, causing water to intrude into offices on one side of the building. The Capital Projects Review Committee approved this project on February 3, 2022.

Analysis

The roof has leaked for several years. GSD and HSD Facilities performed temporary repairs that has slowed the water intrusion considerably, however GSD is recommending that the roof and gutters be completely replaced.

An estimate of \$105,000 was obtained in 2019 for a complete roof and gutter replacement, however the department did not have sufficient funding. GSD has updated the estimate to approximately \$131,000 and will provide project oversight.

Financial Impact

The total amount of the roof replacement project is not expected to exceed \$140,000. Construction and project administration are estimated at \$131,000 and \$9,000, respectively. No new General Funds are requested for this purchase.

The depreciated costs as shown in the County Cost Allocation Plan will be run through the County Expense Claim, resulting in partial reimbursement of 43% over the life of the roof.

Strategic Plan Element(s)

6.C (Operational Excellence: County Infrastructure)

The roof replacement furthers the County strategic goal of responsibly maintaining County assets as it will extend the life of the building.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a 1040 Emeline Garland Roof Survey dated 10-21-19
- b AUD-74 Transfer of Funds



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Ratify COVID Pavillian Agreement

Meeting Date: March 8, 2022

Recommended Action(s):

- 1) Accept and file report on COVID-19 related amendments and new agreements approved by County Purchasing Agent, as authorized by the Board of Supervisors on April 28, 2020; and
- 2) Approve an amendment to an agreement with Yesy's Restaurant (Contract No. 22W4078) in the amount of \$2,500,000 for COVID-19 delivered meal services, and authorize the Director of Human Services to execute the agreements.

Executive Summary

The Human Services Department (HSD) is requesting the Board accept and file this report on COVID-19 related amendments and new agreements approved by the County's Purchasing Agent, as authorized by the Board on April 28, 2020, in response to the emergency declaration resulting from COVID-19. HSD is also requesting the Board approve one contract amendment exceeding the Purchasing Agent's approval authority as per the COVID-19 related April 28, 2020, Board authorization.

Background

On April 28, 2020, in response to the imminent threat to public health resulting from COVID-19 and based on emergency declarations issued by the County's Health Officer, the Board adopted a resolution to temporarily delegate its authority to the County Purchasing Agent to approve scope of work amendments for existing contracts and to increase the Purchasing Agent's authority to approve contracts for services up to \$1,000,000. The authority granted to the Purchasing Agent allows County departments to respond to the COVID-19 emergency by expeditiously implementing contract changes or new agreements in response to the emergencies.

In response to the COVID-19 public health emergency HSD provides several services, including operating shelters, to provide safe environments for vulnerable members of the community impacted by COVID-19. Services for the operation of shelters include cleaning, linen, delivered meal services and security services, among others. In support of the local County emergency response, the State of California Department of General Services also contracted with Express Relief Services to provide temporary shelter facilities, supplies, and showering stations at the National Guard Armory location. This agreement between the State and the vendor terminated December 31st, 2021.

Analysis

The attached new and amended agreements list includes three contracts, one with Express Relief Services and the two others for local shelter and housing support services. HSD will continue a portion of its COVID-19 related shelter services through

the end of the fiscal year to June 30, 2022. Due to this extension, the projected compensation for one of the shelter provider contractors, Yesy's Restaurant, exceeds the General Services' temporary purchase limits. This memo requests the Board's approval of an amended agreement with Yesy's Restaurant, Contract No. 22W4078, increasing the agreement by \$1,000,000 to a new total amount of \$2,500,000 for COVID-19 delivered meal services.

For a portion of the COVID-19 pandemic, the State of California Department of General Services contracted with Express Relief Services to provide a temporary shelter facility, showering stations including an ADA accessible shower, and other related sheltering supplies at the National Guard Armory location, which is operated by County staff in partnership with The Salvation Army. The county learned on December 3, 2021, that this agreement between the State and the vendor would terminate on December 31st, 2021. Due to the short timeline and resurging risk of COVID-19, the County entered into an agreement with Express Relief Services from January 1, 2022, up until February 28, 2022, totaling \$716,000, to provide continued temporary shelter resources and accessible shower facilities while staff worked toward relocating the participants and helping as many as possible to secure permanent housing. There is ongoing negotiation to extend this agreement past February, and HSD will return to the Board with that amendment when negotiations are complete.

The other service agreements are detailed in the new and amended agreements list.

Financial Impact

Approval of the new agreements does not result in an additional General Fund contribution. FEMA, CalOES and the American Rescue Plan Act will also fund the services requested by the County for COVID-19 shelter services.

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) - Establishing the new agreements and amending the existing nonprofit services contracts allows HSD to accommodate various response activities in the County's broader effort to respond to the COVID-19 emergency.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - W4078 Yesys Food Amendment One
- b Attachment A - Amended and New Agreements
- c ADM-29 22W4078-A01 Tapia Yesenia

**County of Santa Cruz Board of Supervisors****Agenda Item Submittal****From:** Human Services Department: Family and Children's Services
Division

(831) 454-4130

Subject: Relinquish Separate Adoption License**Meeting Date:** March 8, 2022**Recommended Action(s):**

Authorize the Human Services Department to relinquish the adoption license issued by the California Department of Social Services and currently held by Family and Children's Services.

Executive Summary

The purpose of this memo is to authorize the Human Services Department (HSD) Family and Children's Services to relinquish the currently held adoption license for foster children in adoptive placements. Legislative changes to the foster care system in the prior decade have modified the adoptions process for children in child welfare and have eliminated the requirement for child welfare agencies to hold a separate adoption license.

Background

On October 11, 2015, Governor Edmund G Brown, Jr. signed into law AB 403, introduced by Assemblymember Mark Stone, that comprehensively reformed placement and treatment options for youth in foster care. This effort, known as the Continuum of Care Reform (CCR), drew together a series of existing and new reforms to the child welfare services program, including an understanding that children who must live apart from their biological parents do best when they are cared for in committed nurturing family homes. Additionally, AB 403 provided the statutory and policy framework to ensure services and supports provided to the child or youth and their family are tailored toward the ultimate goal of maintaining a stable permanent family.

One of the key components under CCR is the Resource Family Approval (RFA) program, a statewide foster caregiver approval process for all caregivers. The RFA program established a single approval standard that replaced other previous multiple processes for licensing foster family homes, approving relatives and non-relative extended family members (NREFMs) as foster care providers, and approving families for legal guardianship or adoption. The RFA program was implemented statewide in January 2017. RFA created a framework for all families, including relative and NREFM caregivers, called resource families to receive the same information, training and opportunities for support. A resource family completes one approval process, and once approved, may choose to provide care on a short or long-term basis. Once caregivers are approved as resource families, they do not have to undergo any additional approval or licensure if they choose to adopt or be appointed a guardian for a child in foster care.

State law required that all currently licensed foster family homes begin the conversion to the RFA program by December 31, 2020. In Santa Cruz County, all licensed foster homes have begun the conversion to the RFA program.

Additionally, Assembly Bill (AB) X1 16 was approved by the California Governor on September 20, 2011 and allowed for county adoption agencies provided by child welfare services to operate without an adoption license requirement.

Analysis

County child welfare agencies no longer need a separate adoption license. All adoption tasks can be completed under authority given in AB 403 and AB X1 16 for those children in foster care who need permanent homes. With the proposed relinquishment of the Santa Cruz County Adoption License, there will be no change in services provided by the social worker to resource families and adoptive families.

The work by FCS staff to secure permanency and adoption for children in foster care is permitted to continue without the License.

Financial Impact

HSD will save \$1,513 annually by relinquishing the Adoption license.

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) The proposed license relinquishment does not result in a change to services provided for children in foster care being placed in permanent homes.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Approve amendment to Focus Strategies agreement

Meeting Date: March 8, 2022

Recommended Action(s):

Approve amendment to an agreement with Focus Strategies (C4360), increasing the agreement by \$59,867, to a new total amount of \$393,027, to provide additional funding and flexibility for technical assistance services, and authorize the Director of Human Services to execute the agreement and to take related actions.

Executive Summary

The Human Services Department (HSD) recommends the Board of Supervisors (Board) approve an amendment with Focus Strategies to increase capacity and flexibility in the current year agreement. The amendment will allow Focus Strategies to provide enhanced project management support and technical expertise as needed for HSD to meet evolving needs in implementing the Board approved Housing for a Healthy Santa Cruz strategic framework.

Background

In March of 2019, the Board approved an agreement with Focus Strategies for the provision of housing crisis response systems' planning consultation and technical assistance to evaluate, align and improve the countywide response to homelessness and support our County's response to the Coronavirus pandemic relating to sheltering and homelessness. On April 13, 2021, the Board approved an amendment to the Focus Strategies agreement, extending the term to June 30, 2022, and increasing the amount by \$162,580, to a new two-year total of \$333,160, to implement key elements of the three year plan guiding the County's comprehensive framework for addressing homelessness and housing issues.

HSD, with Focus Strategies' support, has made significant progress towards implementing a new governance structure, transitioning the Homeless Management Information System (HMIS) operations to the County, implementing a housing problem solving initiative, and redesigning the local coordinated entry system known as Smart Path to Housing for Health.

Analysis

Since the Board last approved an amendment to Focus Strategies' contract, a need to increase flexibility in and capacity for project management has evolved. As part of its January - June 2022 six month workplan, HSD is working with Focus Strategies on significant changes with HMIS and Smart Path. These changes require significant public

input, technical expertise, and knowledge of community feedback gathered to inform the Housing for a Healthy Santa Cruz Framework. Planned changes include a more transparent and housing focused problem solving approach to coordinated entry and an HMIS data system that appropriately protects client privacy while also supporting greater data sharing and cross-system coordination. The recommended contract amendment and budget augmentation will allow for this work to continue and move toward completion in the next six-month plan period. Without this additional support and expertise from Focus Strategies, the proposed changes could not be implemented in this time frame.

Financial Impact

The amendment with Focus Strategies, increases the agreement by \$59,867 to a new total amount of \$393,027, to provide additional capacity and flexibility for technical assistance services. Funding to support this change comes from budgeted administrative and technical assistance funding in existing state and federal grants related to addressing homelessness. The proposed CoC grant funds and uses were previously approved by the Homeless Action Partnership (HAP) Board. This amendment will not require a new allocation of County General Funds.

Focus Strategies, No. C4360 – FY 2021-22:

- Suffix-01 Index/GL Key: 391200/62381
- Suffix-02 Index/GL Key: 391200/62381
- Suffix-03 Index/GL Key: 185000/62381

Strategic Plan Element(s)

2.D (Attainable Housing: Homelessness) - HSD contracts with Focus Strategies to improve the County's approach to homeless systems planning, and to meet the County's strategic goals to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - C4360 Focus Strategies Amendment Two
- b ADM-29 21C4360 A02 Focus Strategies



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Administration Services Division
(831) 454-4130

Subject: Purchase Data Storage Array (Equipment and Storage)

Meeting Date: March 8, 2022

Recommended Action(s):

- 1) Approve fixed asset purchase of a data storage array system and three-year extended service agreement in the amount not-to-exceed \$393,208.
- 2) Approve transfer of appropriations in the amount of \$393,208 from the Inventoriable Items less than \$5,000 to Equipment line items.

Executive Summary

Board approval is requested for the Human Services Department (HSD) to purchase a replacement data storage array system with extended service agreement and a transfer of appropriations to the appropriate budget category.

Background

Human Services currently utilizes a data storage system from NetApp that has reached the end of its useful life. On November 24, 2021, the California Health and Human Services Agency - Office of Systems Integration (CHHS-OIS) approved the purchase of a new storage system in the not-to-exceed amount of \$431,865 for one-time maintenance and operations costs.

Analysis

The Pure Storage Array provides increased performance and reliability as it uses solid state storage devices as opposed to mechanical disk drives. While providing increased storage capacity, it takes up less rack space in the server room, generates less heat and uses less power than the system it replaces, saving energy. The unique maintenance program from the manufacturer provides protection from future obsolescence by including periodic hardware and software upgrades as part of the plan. A separate purchase order will be issued to CDW-G for data migration from the old system to the Pure Storage System.

The selection of this unit was made after consulting with the Information Services Department and is based on their positive experience with a similar system from the same manufacturer.

Financial Impact

The total amount of the new storage system, extended service agreement, and data migration services is expected not to exceed \$415,000. No new General Funds are requested for this purchase.

The depreciated costs, as shown in the County Cost Allocation Plan, will be run through the County Expense Claim, resulting in partial reimbursement of 43% over the life of the data array.

Strategic Plan Element(s)

6.C (Operational Excellence: County Infrastructure)

6.D (Operational Excellence: Continuous Improvement)

Purchase of the new data storage system furthers the County strategic goal of responsibly maintaining County assets, while simultaneously upgrading to current technology systems.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

a AUD-74 Data Storage Array



**County of Santa Cruz Board of Supervisors
Agenda Item Submittal**

From: Human Services Department: Family and Children's Services
Division

(831) 454-4130

Subject: Encompass Transition Age Youth Program Contract Amendment

Meeting Date: March 8, 2022

Recommended Action(s):

Approve amendment to an agreement with Encompass Community Services (W3983), extending the term to June 30, 2024, and increasing the agreement by \$2,133,130 to a new total three-year amount of \$3,078,219, and authorize the Director of Human Services to execute the agreement.

Executive Summary

The Human Services Department (HSD) recommends the Board of Supervisors (Board) approve an amendment with Encompass Community Services (Encompass). The amendment increases the fiscal year (FY) 2021-22 budget by \$80,984 to support case management and to augment the housing supports provided to the current and former foster youth served. Additionally, the amendment extends the term of the contract to June 30, 2024 and increases the overall multi-year budget by \$2,133,130, to provide program consistency as Encompass transitions its services to its new Youth Resource Center location in July of 2022.

Background

HSD has contracted with Encompass for nearly 20 years for the Transition Age Youth (TAY) program, which provides independent living program services for current and former foster and probation youth ages 15-21. The program supports these youth in developing independent living skills and achieving educational and/or vocational goals to successfully transition to self-sufficiency. In April of 2013, a Transitional Housing Program-Plus (THP-Plus) component was added to the annual TAY contract to assist emancipated former foster and probation youth ages 18-24 with housing assistance and intensive case management.

Analysis

With the increasing costs of housing in Santa Cruz County, Encompass is unable to assist these youth to locate housing within the current program fee structure. Encompass has identified additional dollars needed to support their work to house the former foster and probation youth, allowing them to remain in their community as they move towards full independence. Additionally, Encompass has informed HSD of increases in their staff salaries, which will bring salaries more closely in line with other contracted services held between HSD and Encompass and allow Encompass to maintain the level of staff required to adequately support the youth served.

HSD is recommending an amendment to the current year TAY-THP-Plus agreement with Encompass, to increase the budget to accommodate housing and salary costs. Further, HSD is recommending that the term be extended to June 30, 2024 as Encompass transitions its services to its new Youth Resource Center location in July 2022. This extension of term will allow for improved program stability at the new location which will continue to serve our county's most vulnerable youth and young adults.

Financial Impact

This amendment will not require a new allocation of County General Funds.

Funding to support this change comes from the California Department of Social Services 2011 Realignment Funding for Child Welfare Services and annual allocations for the Independent Living Program and Transitional Housing Program-Plus funds.

Encompass Community Services, No. W3983 – FY 2021-24:

- o Suffix-01 Index/GL Key: 392100/62885
- o Suffix-02 Index/GL Key: 392200/74032

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) - HSD contracts with Encompass Community Services to support the development of independent living skills for current and former foster youth, to meet the County's strategic goals to provide access to basic support through integrated social services.

2.D (Attainable Housing: Homelessness) - HSD contracts with Encompass Community Services to support former foster youth and probation youth experiencing or at risk of homelessness with housing case management and rental subsidies, to meet the County's strategic goals to reduce homelessness and increase housing stability.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Agreement - W3983 Encompass TAY-THP+ Amendment One
- b ADM-29 22W3983 A01 Encompass



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Human Services Department: Family and Children's Services
Division

(831) 454-4130

Subject: Add 2 FTE new Social Worker Supervisor 1 positions and 2 Social Worker 2 positions

Meeting Date: March 8, 2022

Recommended Action(s):

Approve addition of 2.0 Social Work Supervisor I and 2.0 Social Worker II positions to the Human Services Department (HSD) Family and Children's Services (FCS) division to support the Child and Family Team (CFT) program, as recommended by the Director of Human Services.

Executive Summary

HSD is requesting the Board approve the addition of 4.0 full-time equivalent (FTE) positions, consisting of 2.0 FTE Social Work Supervisor I and 2.0 FTE Social Worker II positions. The addition of these positions would allow the transition of the CFT program facilitation into FCS. The CFT program meetings are currently facilitated by Health Services Agency (HSA) staff via an interdepartmental Memorandum of Understanding (MOU) between HSA and HSD.

Background

The CFT program is mandated as part of the Continuum of Care Reform Act (AB 403) which passed in 2015 and took effect in 2017. The intent of CFT as enacted is to ensure the best possible outcomes for a child or non-minor dependent (NMD) in out-of-home care and coordinates periodic meetings between the central adults involved in the care and wellbeing of the child or NMD. In June 2019, this program was included as part of the interdepartmental MOU between HSA and HSD due to high FCS caseloads not allowing for adequate facilitation of the program at the time and the willingness of HSA to oversee the program.

Analysis

While HSA has successfully met the mandate for this program, HSA and HSD are in agreement that with adequate staffing support, this program oversight should reside within FCS. Additional child welfare policy and practice knowledge by the facilitator of CFT meetings can make an impactful difference on the support a child or NMD receives as they and their family navigate the child welfare system. Additionally, AB 403 policy encourages that CFT meeting facilitators be Children and Family Services staff unless there is an existing care team for the child or NMD established via an alternate agency (like Behavioral Health).

The transition of the CFT program facilitation into FCS and out of HSA would not result

in any lapse in service delivery for children, NMD, or families involved in the CFT program. The 2.0 FTE Senior Mental Health Client Specialists from HSA currently performing facilitation will be added to existing Children's Behavioral Health teams to provide an array of services to youth and their families within our system of care.

Financial Impact

Currently HSD contributes \$450,000 per year to HSA to execute the CFT program in collaboration with HSD via an interdepartmental MOU. The proposed addition of positions would utilize these funds and the MOU between HSD and HSA would be modified to reflect this change. The total cost for these 4.0 full-time equivalent positions is anticipated to be \$483,701.00. The additional \$33,701.00 will come from 2011 Realignment. There will be no County General Fund impact.

Strategic Plan Element(s)

1.B (Comprehensive Health & Safety: Community Support) - the CFT program ensures the best possible outcomes for a child or non-minor dependent (NMD) in out-of-home care.

Submitted by:

Randy Morris, Human Services Director

Recommended by:

Carlos J. Palacios, County Administrative Officer



County of Santa Cruz

HUMAN SERVICES COMMISSION

(831) 454-4130 or 454-4088

FAX (831) 454-4642

1000 Emeline Avenue, Santa Cruz, CA 95060

www.santacruzhumanservices.org www.workforcescc.com

Draft

Meeting Minutes

DATE: January 19, 2022
TIME: 8:30 a.m. – 10:30 a.m.
PLACE: Virtual Meeting via Microsoft Teams

Commissioners Present: Emily Hanson (1st District); Lisa Smith (1st District); Martina Shayn O’Sullivan (2nd District); Danny Keith (2nd District); Monica Martinez (3rd District); Betsy Clark (3rd District); Stoney Brook (4th District); Felipe Hernandez (4th District); Denise Hitzeman (5th District).

Commissioners Excused: None

Commissioners Unexcused: Jennifer Anderson-Ochoa (5th District)

Commission Seats Vacant: None

Staff Present: Randy Morris, HSD Director; Micki Coca Buss, Administrative Services Manager, and Jackie West, Executive Secretary.

Guests: none

1. Approval of Minutes (Action): The Commission approved November 17, 2021, meeting minutes. (Brook/Hernandez)

AYES: Hanson, Smith, Keith, O’Sullivan, Martinez, Clark, Brook, Hernandez, Hitzeman

NOES: None

ABSTAIN:

ABSENT: Anderson-Ochoa

2. AB 361 Findings (Action): The Commission approved to keep meeting virtually.
(Hernandez/Brook)
 AYES: Hanson, Smith, Keith, O’Sullivan, Martinez, Clark, Brook, Hernandez,
 Hitzeman
 NOES: None
 ABSTAIN: None
 ABSENT: Anderson-Ochoa
3. Biennial Report (Action): The Commission approved the report as presented.
(Hanson, Hernandez)
 AYES: Hanson, Smith, Keith, O’Sullivan, Martinez, Clark, Brook, Hernandez,
 Hitzeman
 NOES: None
 ABSTAIN: None
 ABSENT: Anderson-Ochoa
4. Election of Officers (Action): The Commission elected Denise Hitzeman as Chair and
 Charles M. “Stoney” Brook as Vice-Chair
 (Clark, Shayn O’Sullivan) (Clark, Hernandez)
 Hanson, Smith, Keith, O’Sullivan, Martinez, Clark, Hernandez, Hitzeman
 NOES: None
 ABSTAIN: Brook,
 ABSENT: Anderson-Ochoa
5. Review and Approve 2021 Human Services Commission Work Plan (Action)
 Item continued to next meeting, March 16, 2022

The meeting was adjourned at 10:32 a.m.



County of Santa Cruz
HUMAN SERVICES COMMISSION

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**SANTA CRUZ COUNTY HUMAN SERVICES COMMISSION'S
FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF
THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION
FOR SOCIAL DISTANCING**

WHEREAS, THIS HUMAN SERVICES COMMISSION is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 ("AB 361"), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on November 17, 2021, this Human Services Commission held its initial teleconference meeting under AB 361; and

WHEREAS, this Human Services Commission has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Human Services Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Human Services Commission makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Human Services Commission.

Section 2. Effective immediately, and for the next 30 days, the Human Services Commission will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today’s findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Human Services Commission in Santa Cruz, State of California, this 19th day of January 2022, by the following vote:

AYES: Hanson, Smith, Keith, Shayn O’Sullivan, Martinez, Clark, Brook, Hernandez, Hitzeman
NOES: None
ABSENT: Anderson-Ochoa
ABSTAIN: None

ATTEST: Micki Coca Buss
Department Staff

Betsy Clark
Chair, Human Services Commission

Approved as to Form:

Office of the County Counsel

DRAFT
HUMAN SERVICES COMMISSION
YEAR 2022 WORK PLAN

BOARD RELATED ACTIVITIES			
OBJECTIVE	STATUTORY PURPOSE	ACTIVITIES	TIME FRAME
1. Review the Collective of Results and Evidence-Based (CORE) Investments funding process.	§2.60.050(A) & (E): Guide long-term planning regarding the needs of at risk populations; Advise the Board of Supervisors on funding decisions.	<ul style="list-style-type: none"> • Receive reports on the new CORE funding model, and provide advice and assistance in implementing the changes • Receive and review reports on CORE Investments funding recommendations and model, as well as CORE Conditions • Receive and review reports on CalFresh outreach activities and application assistance for CalFresh and health insurance. 	TBD
2. Respond to matters referred by Board of Supervisors	§2.60.050: Powers and duties. (Generally)	<ul style="list-style-type: none"> • Respond to matters referred to the Human Services Commission on an as needed basis. 	As needed
3. General Commission Administration	§2.60.040: Organization and procedures.	<ul style="list-style-type: none"> • Approve biennial report and annual work plan, set meeting schedule and elect officers. 	January
4. Advocate for Human Service/Social Services Legislation	§2.60.050(G): Advise the Board of Supervisors on legislative matters concerning County human services programs.	<ul style="list-style-type: none"> • Review Departmental legislative priorities. • Receive/review Legislative Analyst's Office (LAO) reports as appropriate. 	March As needed

COMMUNITY RELATED ACTIVITIES			
OBJECTIVE	STATUTORY PURPOSE	ACTIVITIES	TIME FRAME
5. Share Information with other County health and human service commissions	§2.60.050(A), (B) & (F): Guide long-term planning; Advise the Board of Supervisors on policies and priorities that affect the needs of low income people; integrate efforts and initiatives.	<ul style="list-style-type: none"> As appropriate: Share minutes and agendas with other County Commissions; participate in joint subcommittees; and/or include chair or designee of other Commissions in forums promoting information sharing and planning on relevant community issues. Invite other commissions to present at meetings. Invite the Workforce Development Board Chair and Director to provide reports on WIOA activities and participate in WIOA committees as appropriate. 	TBD TBD TBD
6. Child Support Services	§2.60.050(A) & (C): Guide long-term planning regarding the needs of at risk clients; advise Human Services Department Director.	<ul style="list-style-type: none"> Receive periodic reports from the Department of Child Support. Review and comment on Department of Child Support initiatives. 	Ongoing As needed

HUMAN SERVICES DEPARTMENT PROGRAM RELATED ACTIVITIES			
OBJECTIVE	STATUTORY PURPOSE	ACTIVITIES	TIME FRAME
7. Increase community access to public assistance programs	§2.60.050(A) & (C): Guide long-term planning regarding the needs of at risk clients; advise Human Services Department Director.	<ul style="list-style-type: none"> Review and consider reports on program progress, outreach efforts and outcomes in the following areas: CalWORKs/TANF Welfare-to-Work and Work Participation Requirements, Medi-Cal, CalFresh, and the Earned Income Tax Credit. Review and consider reports on the progress of federal health insurance benefits. 	Ongoing Ongoing
8. Child Welfare Services (CWS) System Improvement Plan (SIP)	§2.60.050(A) & (C): Guide long-term planning regarding the needs of at risk clients; advise Human Services Department Director.	<ul style="list-style-type: none"> Review periodic reports from HSD's Families and Children Division Director re: system improvement goals, indicators, and progress. Continue to have a Commissioner designated as a liaison to the CWS System Improvement Plan Committee and receive periodic reports from the liaison. Receive reports on the new Child Welfare Continuum of Care (CCR) and provide advice and assistance in implementing the changes 	Ongoing Ongoing
9. Monitor General Assistance Program and review needed changes to regulations	§2.60.050 (C): Provide advice and counsel to the HSD Director and senior management on best practices.	<ul style="list-style-type: none"> Consider changes to County General Assistance Regulations. 	As needed
10. Veterans Services	§2.60.050(A) & (C): Guide long-term planning regarding the	<ul style="list-style-type: none"> Receive periodic reports on services and resources for veterans and their families. 	Ongoing

	needs of at risk people; advise Human Services Department Director.	<ul style="list-style-type: none"> Continue to have a Commissioner designated as a liaison to Veterans Services Office and receive periodic reports from the liaison. 	Ongoing
11. Participate in Child Care Development Fee Loans Process	§2.60.050(E): Advise the Board of Supervisors on funding decisions.	<ul style="list-style-type: none"> Designate subcommittee to review and consider new funding priorities and develop a funding process for the allocation of Child Care Development fee funds. Make recommendations to the Board on funding. 	As needed
12. Housing Authority Family Self-Sufficiency Program	§2.60.050(A), (B) & (F): Guide long-term planning; Advise the Board of Supervisors on policies and priorities that affect the needs of low income people; integrate efforts and initiatives.	<ul style="list-style-type: none"> Act as the Program Coordinating Committee for the Santa Cruz Housing Authority Family Self-Sufficiency Program including: <ul style="list-style-type: none"> Receive periodic reports from the County of Santa Cruz Housing Authority on the Family Self-Sufficiency Program. Review and comment on Family Self-Sufficiency Program initiatives. 	Ongoing As needed