



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Community Services  
Department No.: 057  
For Agenda Of: January 9, 2018  
Placement: Administrative  
Estimated Tme: N/A  
Continued Item: Yes  
If Yes, date from: November 7, 2017  
Vote Required: Majority

---

**TO:** Board of Supervisors  
**FROM:** Department George Chapjian, Community Services Director (805-568-2467)  
Director(s)  
Contact Info: Dinah Lockhart, Deputy Director (805-568-3523)

**SUBJECT:** Shelter Operations General Fund Agreements for the PATH Santa Barbara  
Emergency Shelter and Good Samaritan Santa Maria Women's Shelter;  
Warming Centers General Fund Agreement for the Unitarian Society Freedom  
Warming Centers.

---

**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify, and authorize the Chair of the Board of Supervisors to execute a Shelter Operations General Fund Agreement with PATH (People Assisting the Homeless) to support and maintain service levels at the PATH Santa Barbara Emergency Shelter for the period of July 1, 2017 through June 30, 2018 in an amount not to exceed \$98,868 (Attachment A);
- b) Direct staff to execute a Change Order to Unitarian Society's September 1, 2017 through June 30, 2018 Warming Center Service Contract to increase the contract amount by \$8,458 to an amount not to exceed \$58,458 (Attachment B);
- c) Approve and authorize the Chair of the Board of Supervisors to execute a Shelter Operations General Fund Agreement with Good Samaritan to operate the Santa Maria Women's Shelter for the period of January 15, 2018 to March 1, 2018 in an amount not to exceed \$8,458 (Attachment C); and
- d) Determine that the approvals and execution of the Shelter Operations General Fund Agreements are not the approvals of projects that are subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the projects are a creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a

potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (Attachment D).

**Summary Text:**

In the FY 2017-18 budget, the Board approved \$345,000 and \$50,000 in General Fund contribution toward the operation of four homeless shelters in North and South County and the Unitarian Society's Freedom Warming Centers, respectively. During the FY 2017-18 Budget Hearings, the Board approved renewal of Good Samaritan Family Shelter's General Fund Shelter Operations Agreement for \$48,788 through the County's ongoing contracts process. On November 7, 2017, the Board executed General Fund Shelter Operations Agreements for Good Samaritan's Bridgehouse and Santa Maria Emergency Shelters for \$75,096 and \$105,332, respectively. PATH Santa Barbara was originally slated to receive the remaining funding of \$115,784; however, the Board directed CSD staff to equitably reduce PATH Santa Barbara's General Fund Operations Agreement due to anticipated reductions within PATH's seasonal winter operations. The Board also directed CSD staff to reallocate the remaining funding to another eligible provider. Staff recommends the Board approve the revised General Fund Shelter Operations Agreement for PATH Santa Barbara in the amount of \$98,868, which includes the original and unchanged 100 year-round beds and an estimated fifty (50) seasonal winter activation nights. The remaining \$16,916 of funding from PATH's original contract will be split evenly between Good Samaritan's Santa Maria Women's Shelter and Unitarian Society's Freedom Warming Centers.

Staff issued a Request for Proposals (RFP) for new and additional seasonal shelter beds utilizing the \$16,916 of remaining funding from PATH's original contract. Two proposals were received and reviewed by a Proposal Review Committee, which consisted of four members from the Continuum of Care Rank and Review Committee. Rank and Review Committee members have extensive knowledge of homeless services and resources. Staff recommends the Board approve the Committee's recommendation awarding a new contract to Good Samaritan Shelter to operate a sixteen (16) bed Women's Winter Shelter in Santa Maria for the period of January 15, 2018 through March 1, 2018 in the amount of \$8,458 and increasing the Unitarian Society's Freedom Warming Centers contract by \$8,458 to an amount not to exceed \$58,458. The Unitarian Society originally budgeted for an anticipated fifty (50) activation nights for its warming center locations countywide and twelve (12) nights of operations at its sixty (60) bed Santa Barbara Overflow Shelter site. With the additional \$8,458 of funding, the Unitarian Society will provide an additional thirteen (13) nights of operations at its Santa Barbara Overflow Shelter site for a total of twenty-five (25) nights between the operational period of November 15, 2017 through March 31, 2018.

**Background:**

In the past, General Fund contributions for the PATH Santa Barbara Emergency Shelter, Bridgehouse Emergency Shelter, Santa Maria Emergency Shelter, and Family Shelter have been allocated on a pro rata basis according to the number of emergency shelter beds reported during the preceding fiscal year. The Unitarian Society's Freedom Warming Centers also receive a General Fund contribution of \$50,000 each fiscal year. As described above, this year's allocations are revised to reflect anticipated reductions in shelter beds that will be provided by PATH. The table below shows the original and revised FY 2017-18 allocations for the four traditional emergency shelter locations (PATH Santa Barbara, Bridgehouse Emergency Shelter, Santa Maria Emergency Shelter, and Family Shelter) as well as the Freedom Warming Centers and the newly added Good Samaritan Santa Maria Women's Shelter.

Shelter	Operator	FY 16-17 Beds	FY 16-17 % Shelter Beds	Original FY 17-18 Contract Amounts	Revised FY 17-18 Contract Amounts
PATH Emergency Shelter	PATH	42,185	33.56%	\$115,784	\$98,868
Bridgehouse Emergency Shelter	Good Samaritan Shelter	27,361	21.77%	\$75,096	Unchanged
Santa Maria Emergency Shelter	Good Samaritan Shelter	38,377	30.53%	\$105,332	Unchanged
Family Shelter	Good Samaritan Shelter	17,776	14.14%	\$48,788	Unchanged
Santa Maria Women’s Shelter	Good Samaritan Shelter	N/A	N/A	N/A	\$8,458
Freedom Warming Centers	Unitarian Society	N/A	N/A	\$50,000	\$58,458
<b>TOTAL</b>		<b>125,699</b>	<b>100.00%</b>	<b>\$395,000</b>	<b>\$395,000</b>

*PATH Santa Barbara*

PATH provides emergency sheltering to homeless individuals while also supporting them with extensive services such as case management. Historically, under the terms and conditions of the Shelter Operations General Fund Grant Agreement, PATH made available 100 shelter beds every night throughout the year (July 1<sup>st</sup> to June 30<sup>th</sup>) and an additional 100 seasonal winter beds every night during the winter months (December 1<sup>st</sup> to March 31<sup>st</sup>). In October 2017, PATH announced that during the winter months it will only provide the additional 100 seasonal beds whenever temperatures are 40 degrees or below, and/or when there is a forecast of 50% or higher for rain for two consecutive days. PATH will provide the original 100 year-round beds and an estimated 50 seasonal winter activations during FY 2017-18.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund - PATH	\$ 98,868.00		
General Fund - Good Sam	\$ 8,458.00		
General Fund - Unitarian	\$ 8,458.00		
Total	\$ 115,784.00	\$ -	\$ -

**Performance Outcomes:**

- a. When invoicing the County, PATH Santa Barbara will submit a Quarterly Status Report providing information on accomplishments including but not limited to beds provided, number of participants moved into housing at project exit, and data on race and ethnicity as well as homeless subpopulations. PATH will be reimbursed on a quarterly basis, and staff will continue to monitor reporting and expenditure documentation to ensure all reimbursements are fully supported.
- b. The Good Samaritan Shelter Women’s Shelter will submit a single Performance Report within thirty (30) days of the end of the forty-five (45) day contract period (January 15, 2018 through March 1, 2018). Good Samaritan Shelter will be reimbursed for their full contract amount upon receipt and review of the Performance Report and expenditure documentation to ensure all reimbursements are fully supported.

- c. Within thirty (30) days of the end of Unitarian Society's Freedom Warming Centers Activation Season (November 15, 2017 through March 31, 2018), the agency will submit an Annual Performance Report (APR) providing information on accomplishments including but not limited to days activated and number of clients served, total unduplicated number of households serviced, and data on race and ethnicity as well as homeless subpopulations. Unitarian Society will be reimbursed for their full contract amount upon receipt and review of the APR and expenditure documentation to ensure all reimbursements are fully supported.

**Key Contract Risks:**

The Warming Center and Shelter Operations General Fund Agreements are cost reimbursement contracts. The County will only reimburse shelter providers for costs that are eligible under the Agreements and documented in a manner that is acceptable to the County. CSD staff will assess the performance of those providers to determine if services are adequately provided. The County will provide payment after demonstration that reimbursable services were provided and performance goals were met.

**Special Instructions:**

Please send an electronic copy of the Minute Order and signed Agreements to Steven Fung at [sfung@co.santa-barbara.ca.us](mailto:sfung@co.santa-barbara.ca.us).

- 1) Shelter Operations General Fund Grant Agreement with PATH for the PATH Santa Barbara Emergency Shelter,
- 2) Shelter Operations General Fund Grant Agreement with Good Samaritan for the Santa Maria Women's Shelter.

**Attachments:**

Attachment A: Shelter Operations General Fund Grant Agreement with PATH for the PATH Santa Barbara Emergency Shelter

Attachment B: Change Order with Unitarian Society for the Freedom Warming Centers

Attachment C: Shelter Operations General Fund Grant Agreement with Good Samaritan for the Santa Maria Women's Shelter

Attachment D: CEQA Notice of Exemption

**Authored by:**

Dylan Tekautz, Housing and Community Development Division (805-568-2826)