



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: November 1, 2022
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department George Chapjian, Community Services Director (805) 568-2467
Director:
Contact Info: Dinah Lockhart, Deputy Director HCD Administration Division (805) 568-3523
SUBJECT: Project Roomkey Request to Approve Agreement with The Salvation Army to provide Non-Congregate Shelter to Persons Experiencing Homelessness

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 and authorize the Chair of the Board of Supervisors to execute a Subrecipient Agreement with The Salvation Army for the distribution of California Department of Social Services Project Roomkey funds for a total contract maximum amount not to exceed \$657,000 to provide 12 double occupancy rooms for non-congregate shelter from November 1, 2022 to September 30, 2023; and
- b) Determine that the above recommended actions are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4) as the actions involve the creation of government funding mechanisms or other government fiscal activities which do not involve a commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

On June 1, 2020, the California Department of Social Services (CDSS) announced funding for Project Roomkey (PRK). Through All Welfare County Director Letters, the County of Santa Barbara has subsequently received three allocations of PRK funds totaling \$1,579,000. There is residual funding to

compensate The Salvation Army for 12 renovated non-congregate shelter rooms located on the 3rd floor of the Hospitality House, which is an existing interim housing location in Santa Barbara. This is the only non-congregate shelter site in the County known to be available for immediate occupancy.

Staff is requesting that the Board of Supervisors approve and authorize the Chair to execute the CDSS Subrecipient Agreement with the Salvation Army for up to \$657,000 between November 1, 2022 and September 30, 2023 for shelter of persons with chronic health conditions and/or over the age of 55 based on nightly occupancy.

Background:

On March 12, 2020, the Board of Supervisors declared a local emergency proclamation in response to the COVID-19 pandemic. Part of the Office of Emergency Management’s response was to create the Emergency Operations Center (EOC) Homeless Task Force Response Team to mitigate spread of COVID through vulnerable homeless populations. On April 20, 2020, the EOC Homeless Task Force Response Team opened a Non-Congregate Shelter (Project Roomkey) in the Southern portion of Santa Barbara County. The County of Santa Barbara has served over 200 guests through Project Roomkey with a hotel model.

The third floor of the Hospitality House is available after a contract for use as residential treatment ended early in 2022. Hospitality House is a modern, well maintained structure. The Salvation Army renovated the third floor into individual rooms. The agency is a trusted provider of shelter and services for persons experiencing homelessness.

Performance Measure:

The goals and performance measures summarize the number of rooms to be provided and persons/households served, as well as the outcomes/performance measures for each project.

Goals

SUBRECIPIENT will provide the following levels of services during the term of the Agreement:

Emergency Shelter

	Goal
Total number of beds	24
Total number of bed-nights available	8,760
Total number of rooms	12
Total unduplicated number of persons served	36

Performance Measures

SUBRECIPIENT will meet the following performance measures during the term of the Agreement:

Emergency Shelter

	Goal
% of participants will move into permanent housing at project exit	30%
% of participants that will move to other sheltered environments at project exit	20%
% of adult participants gaining new or increasing existing earned income or cash benefits at project exit	20%

Fiscal and Facilities Impacts: Community Services is administering CDSS Project Roomkey funding. These are one-time state funds allocated to the County of Santa Barbara to be encumbered by June 30, 2023. These funds are currently available for distribution to the subrecipient.

Fiscal Analysis:

The Subrecipient Agreement is for providing non-congregate shelter rooms, meals, daily hygiene and case management services at a rate of \$150 per room/per night. Payments will be requested on a quarterly basis with a daily census report of rooms and beds occupied. County will work with other local outreach providers to encourage referrals to the Hospitality House to keep occupancy at or above 9 rooms (75% occupancy).

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			\$ 657,000.00
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 657,000.00

Key Contract Risks:

CSD administers federal and state funding programs on behalf of the County and the Santa Maria/Santa Barbara County Continuum of Care. As the recipient of state and federal funds, the County is responsible for ensuring that funds are used in accordance with all applicable requirements. CDSS Project Roomkey program guidelines indicate that failure to comply with program requirements may result in the County being required to repay funds. The Salvation Army has prior experience operating homelessness assistance services and shelter projects.

The Subrecipient Agreement requires the Salvation Army to bill County quarterly based on actual occupancy and the \$150 room rate. This allows CSD to review and monitor the sub-recipient to the extent prescribed by the state guidelines to mitigate risk. Disbursements will be made after the sub-recipients demonstrate that services were provided to the satisfaction of CSD.

Staffing Impacts:

Legal Positions:
 N/A

FTEs:
 N/A

Special Instructions:

- 1) Please email an electronic copy of the Minute Order to Kimberlee Albers at kalbers@co.santa-barbara.ca.us
- 2) Please execute four (4) original copies of each of the following documents and send to Kimberlee Albers:
 1. CDSS Project Roomkey Subrecipient Agreement for up to \$657,000 to The Salvation Army for Non-Congregate Shelter

Attachments:

Attachment A: Agreement with Salvation Army Hospitality House for Project Roomkey

Authored by:

Kimberlee Albers, Homelessness Assistance Program Manager