



BOARD OF SUPERVISORS **Agenda Number:**

AGENDA LETTER

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 15, 2019
Placement: Administrative
Estimated Time:
Continued Item:
If Yes, date from: No
Vote Required: 4/5

TO: Board of Supervisors

FROM: George Chapjian, Community Services Director (805) 568-3407
Tanja Heitman, Chief Probation Officer (805) 882-3652

Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
Kimberlee Albers, Homeless Assistance Program Manager (805) 560-1090

SUBJECT: Approve the addition of .50 Position to administer Community Corrections Partnership (CCP) Supportive Services and Housing Programs

County Counsel Concurrence

As to form: Yes

Other Concurrence: Human Resources

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt salary resolution (Attachment A), which allocates to Housing and Community Development a 0.5 Housing Specialist I/II, as of January 14, 2019;
- b) Approve Budget Revision Request BJE 0006116 (Attachment B) increasing appropriations of \$50,000 in Probation Department General Fund for Intrafund Expenditure Transfers (+) funded by release of Restricted Local Realignment 2011 fund balance. Increase appropriations of \$50,000 in Housing & Community Development Department General Fund for Salaries and Benefits funded by an Intrafund Expenditure Transfer from the Probation Department General Fund; and
- c) Determine that the recommended actions are not a project within the California Environmental Quality Act review per CEQA Guideline Section 15378(b)(4), since the recommended actions are

government fiscal activities which do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

As follow up to the Board of Supervisors' action on November 6, 2018, allocating \$2.45 million for supportive housing, CSD/HCD is requesting creation of the .5 FTE Housing Program Specialist I/II included in the CCP housing funding approval. The position will oversee the review process for supportive housing proposals, contracting, project development, invoicing, monitoring and incorporation of evidence based housing and service models. Staff further recommends the Board adopt the salary resolution (Attachment A), which allocates to Housing and Community Development a 0.5 Housing Specialist I/II, as of January 14, 2019. Under the direction of the Probation and CSD/HCD departments, the new position will oversee the supportive housing sub-recipient agreements with agencies providing services to justice-involved individuals and assist in moving a housing development project forward.

Background:

On November 6, 2018, the Board of Supervisors approved the Santa Barbara County FY 2018-2019 Public Safety Realignment Act Plan modification to allocate \$2,450,000 in reserve funding for supportive housing as recommended by the Community Corrections Partnership (CCP) and approved by the Executive Committee of the CCP on October 12, 2018. Specifically, the allocation included up to \$800,000 for a two-year pilot program for supportive housing for high and medium risk individuals subject to community supervision by the Probation Department to include a .5 FTE Housing Program Specialist (\$45,000-50,000 annual salary) for Housing and Community Development and to manage a Notice of Funding Availability, review proposals for approval by CCP, and oversee contract invoicing, compliance and program monitoring for the two year period. Additionally, up to \$1.65 million of one-time reserve funds was allocated for development or rehabilitation of "brick and mortar" permanent housing for high to medium risked justice-involved individuals subject to community supervision by the Probation Department. The CCP will ultimately review and approve the AB 109 funded component of the project.

Letters of Interest (LOIs) for CCP housing development projects were received by CSD/HCD on November 16, 2018. The LOIs provided information to County staff on whether the housing project involves rehabilitation, acquisition, and other pre-development costs, and whether the developer is seeking other sources of financing from either the County, through HOME or in-lieu funding, or from the state low income tax credit (LIHTC) program. Applications for both the supportive housing and housing development components of the CCP are due by January 11, 2019. Members of the CCP Housing Subcommittee and CCP Workgroup will review proposals and make funding recommendations for consideration of approval by the CCP and Board of Supervisors.

The creation of the 0.50 FTE CCP grant funded position to oversee the new supportive housing projects will allow collaboration across departments to maximize housing resources. The Community Corrections Partnership and the Probation Department chose to collaborate with CSD/HCD because of HCD's extensive experience in overseeing local, state and federal sub-recipient agreements for supportive housing. Many of the programs administered by HCD, such as the Continuum of Care (CoC), Community Development Block Grants (CDBG), Emergency Solutions Grant (ESG) program, and more recently the Homeless Emergency Aid Program (HEAP), and the California Emergency Solutions and Housing

(CESH) Program, provide funding to homeless persons, many of whom have experience in the criminal justice system. The new 0.50 FTE Housing Specialist I/II will also provide technical assistance to sub-recipients on invoicing, preparing claims, compliance monitoring and submitting required reports to the State.

Probation will return to the Board at a later meeting on the outcome of the review of housing development proposals submitted in January 2019 in response to the Super NOFA.

Fiscal and Facilities Impacts:

Budgeted: No

Funding for this 0.50 FTE position is currently available in the Public Safety Realignment Act Plan reserve funding account. Funding is available for the two-year pilot program.

Fiscal Analysis:

<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	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Federal			
Fees			
Other:			
Total	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00

The approval of the .5 FTE position and Budget Revision Request BJE 0006116 will allow Community Services Department to assist with CCP supportive housing program administration.

Staffing Impacts:

The recommended action requests the Board approve the creation of 0.50 FTE grant funded position to assist in the administration of CCP supportive housing sub-recipient agreements.

Legal Positions:

Add 0.50 FTE new

FTEs:

Add 0.50 FTE

Special Instructions:

Please return one (1) certified electronic Minute Order to dlockhart@sbccsd.org.

Please also return one (1) copy of the approved and signed Resolution, as well as one (1) copy of the minute order, to Stefan Brewer, Position Control Division, Human Resources Department.

Attachments:

- A. Salary Resolution
- B. Budget Revision Request BJE 0006116

Authored by:

Dinah Lockhart, Deputy Director