



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: March 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: Execution of a First Amendment to Extend Professional Services Agreement for \$40,000 with Good Samaritan Shelter for Homeless Management Information System Support Services

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 execute a First Amendment to the Professional Services Agreement with Good Samaritan Shelter for Homeless Management Information System Support Services (Attachment A), extending the termination date of the Agreement to September 30, 2022 at no additional cost; and
- b. Determine that the recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is 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 that the actions are exempt from CEQA pursuant to Guidelines Section 15269(c) as they consist of specific actions necessary to prevent or mitigate an emergency.

Summary Text:

Staff is requesting that the Board of Supervisors approve, ratify, and authorize the Chair to execute the First Amendment to the Professional Services Agreement (Attachment A) with Good Samaritan Shelter (GSS) funded through the Homeless Management Information System (HMIS) Capacity Building Grant that extends the term date to September 30, 2022, to allow for reimbursement of additional eligible expenses. Due to COVID-19 pandemic impacts on staffing and resources, HUD granted a 1-year extension to the grant with a new completion date of September 30, 2022. The extension will allow GSS to provide ongoing HMIS technical support services. GSS services will help build capacity and assist with tasks outlined in the grant for increasing HMIS bed coverage by providing data entry for new HMIS providers.

Background:

HUD made \$5 million dollars available nationwide to build capacity of the Homeless Management Information System (HMIS) by investing in system administrators and users. The local Continuum of Care (CoC) was one of 35 successful applicants nation-wide, and the Community Services Director executed the HMIS Capacity Building grant agreement with HUD on September 30, 2019, for \$133,564.

The Chair of the Board of Supervisors executed a \$40,000 Professional Services Agreement with Good Samaritan Shelter (GSS) to continue to provide services from January 1, 2020 through June 30, 2021. These services are part of increasing HMIS bed coverage and building capacity in HMIS. The source of funds for the Professional Services Agreement is the HMIS Capacity Building grant.

The original HMIS Capacity Building grant agreement was for 2 years starting September 30, 2019 till September 30, 2021. Due to COVID pandemic impacts on staffing and resources, HUD granted a 1-year extension to the grant with a new completion date of September 30, 2022. The extension will allow GSS to continue delivering services, although expending funds at a slower rate than anticipated due to the ongoing COVID-19 pandemic impacts on staffing and resources. There is no change in the originally outlined scope of services or total cost of the agreement.

Fiscal and Facilities Impacts:

The extension of the Agreement termination date has no fiscal impact as it does not increase the amount of the Agreement. The GSS Subrecipient Agreement is a cost-reimbursement contract. This allows CSD to disburse HUD funds to GSS for eligible incurred costs to the extent prescribed by the Agreement. The County will only reimburse GSS for costs that are eligible under the Agreement and documented in a manner that is acceptable to the CSD.

Special Instructions:

- 1) Please email an electronic copy of the Minute Order to Dinah Lockhart at dlockhart@co.santa-barbara.ca.us.
- 2) Please execute three (3) original copies of each of the following documents and send to Dinah Lockhart (x3523)

Attachments:

Attachment A: First Amendment to Professional Services Agreement with Good Samaritan Shelter for Homeless Management Information System Support Services

Authored by:

Kanika Mahajan, Housing and Data Program Analyst