



MENDOCINO COUNTY *MEMORANDUM*

Date: February 25, 2020

To: Mendocino County Board of Supervisors

From: Supervisor McCowen

Subject: **Second District Supervisor's Report**

- February 6 the **Homelessness Action Ad Hoc Committee**, pursuant to Board authorization, met with HHSA Director Tammy Moss Chandler, Continuum of Care Co-Chair Dan McIntire and HHSA Senior Program Manager Megan Van Zant to determine a spending plan for the \$862,691.93 of Homeless Housing, Assistance and Prevention Program (HAAP) funding allocated to Mendocino County. The Continuum of Care was separately allocated \$964,734.12 in HAAP funding. The submitted budgets are preliminary and funds may be transferred between categories and between years as the process moves forward. The draft funding allocations are general in nature and plans and/or processes for utilizing the funds will need to be developed, for example, a landlord incentive plan. The County and CoC spending plans are complimentary to each other, but not identical. The Ad Hoc does intend that the \$60,000 annually on the County spending plan for Operating Subsidies and Reserves be used to for a full time position at the Building Bridges Day Center to assure comprehensive data collection and to assist with housing, employment and program navigation. The \$50,000 annually on the County spending plan for Outreach and Coordination is intended to provide additional support for the current Ukiah Valley Homeless Outreach Team but also to support Homeless Outreach Team efforts that could rotate among outlying areas of the County. Again, all of the funding recommendations are subject to change and the details of how the County funds will be spent need to be further developed and approved by the Board of Supervisors prior to spending the funds. The completed HAAP Budget Templates that were submitted for the County and the CoC are attached to this report as well as a brief synopsis of HHAP Program Guidance.
- February 6 **Mendocino County Family and Children's Services** held their 25th Annual Appreciation Party for Resource Families at Carl Purdy Hall with children's activities, a full dinner, and numerous raffle prizes for family members. Family and Children's Services staff organize, fundraise and volunteer for the event to show appreciation for the Resource Families and provide fun activities for the children.
- February 7 the **Working Group to Improve the Ukiah Library** met to review progress and funding options for a needs assessment for the Ukiah Library. To date \$15,000 has been secured with a budget of \$20,000.
- February 7 the **Homelessness Action Ad Hoc Committee** met with Ukiah City Councilmembers Jim Brown, Steve Scalmanini and Assistant City Manager Shannon Riley to review the draft County HHAP funding allocation.

- February 10 **Senator McGuire** convened a meeting on re-starting the Ukiah Depot infrastructure project at the State Capitol with representatives of NCRA including myself, Director Caryl Hart, Executive Director Mitch Stogner and legal counsel Aldo Mercado and representatives of the Judicial Counsel of California, including the Executive Director and legal counsel. A follow-up meeting is scheduled for March 2.
- February 10 the **Homelessness Action Ad Hoc Committee** met with Fort Bragg City Councilmembers Bernie Norvell and Jessica Morsell-Haye and City Manager Tabitha Miller to review the draft County HHAP funding allocation.
- February 13 the **North Coast Resource Partnership (NCRP)** released requests for proposals and letters of interest for Tribal and Forest Health Advisers; Forest Health and Fire Management Consultant Services; and Demonstration Projects and Processes to assist in development of a Regional Priority Plan utilizing \$4.25 million in grant funding awarded by the California Natural Resources Agency and department of Conservation for planning, identification and implementation of local and regional projects to improve forest health and increase fire resiliency. The deadline for submission is March 13. See NCRP attachment for additional information.
- February 13 a class of the **California State Association of Counties Institute** for Excellence in County Government was held in Ukiah with 32 students enrolled from Mendocino County, 23 from Lake County and one from Fresno County. The topic was Reengineering County Business Practices. I was asked by Human Resources to introduce Bill Chiat, the presenter, who did an excellent job engaging the attendees and leading them in a number of thought provoking exercises designed to encourage re-thinking and redesign of business practices. Supervisors Haschak and Williams were participants.
- February 13 **Inland Water and Power Commission** received a status report on the efforts of the Planning Agreement Partners to forge a two basin solution for the future of the Potter Valley Project. The IWPC member agencies have been requested to allocate an additional \$25,000 each to continue the feasibility study of a potential licensing proposal for the Potter Valley Project and other related costs. Agenda item 6d on today's agenda will allocate the requested funds. See February 19 for a more detailed report on Congressman Huffman's Ad Hoc Committee for more information. Chair Pauli reported that by letter dated January 28, 2020 the Army Corps of Engineers provided notice of termination of the feasibility study for Coyote Valley Dam. The Commission authorized Chair Pauli to send a letter to Congressman Huffman seeking his assistance to retain the feasibility study.
- February 19 Congressman Huffman's **Potter Valley Project Ad Hoc Committee** received a presentation from the Nature Conservancy on the [Eel River sediment preliminary evaluation results](#) and from the Fish Passage Working Group on the final [Fish Passage Profile Evaluation Report](#). The Planning Agreement Partners (Partners) and their consultant utilized the work of the Fish Passage Working Group, the Water Supply Working group, and additional available information to develop [feasibility study scenarios, alternatives, and options](#). The feasibility study will examine capital modification needs, a fisheries restoration plan, a study plan for additional research and an economics analysis. The draft feasibility study is expected to be presented to the Parties in early March and to be finalized by April 14. The final feasibility study provides information that is intended to assist the Partners in agreeing on a proposed project description which will be presented to the governing Boards of the Partners in late April for approval. The Parties must file the final feasibility study report and the proposed project plan to FERC by May 14, 2020 which will initiate a 45 day public comment period on the proposed project, including requests for additional studies. Required studies will be

completed in 2022. The Parties must also agree on a “Regional Entity” that will file a final FERC license application by April 14, 2022. Additional information: pottervalleyproject.org and www.TwoBasinSolution.org (Condensed from meeting notes prepared by the Ad Hoc Committee facilitator.)

- February 19 Congressman Huffman led a **Roundtable on Homelessness** attended by City and County elected officials and administrators and representatives of local non-profit agencies. General consensus of the group was that additional funding is needed for a range of housing options including boarding houses, transitional housing and permanent housing. These options were favored over simply creating more shelter beds which is not a long term solution. Section 8 vouchers are only approved for complete units that include a full kitchen, yet many individuals and families are paying more for a motel room than the cost of an apartment if one were available to them. Allowing Section 8 vouchers to be used for motels would dramatically increase housing stability and economic sustainability for affected individuals. Funds for a full time Housing Navigator was also identified as a need.
- February 20 **Mendocino County Waste Management Services dba Mendo Recycle** elected Madge Strong of Willits as Chair and Supervisor Gjerde as Vice-Chair; agreed to teleconference future meetings from Ukiah and Fort Bragg; and named Interim General Manager Jennifer Lombardi as General Manager.
- February 21 the **LatinX Alliance** heard a presentation from Dr. John Mihalik on *Climate Change is a Medical Emergency: Science, Solutions and Moving to Action*.
- February 24 the **LAFCO Policies and Procedures Committee** met to discuss requirements for inactive applications and for Areas of Interest.
- February 24 the **Continuum of Care** met and approved a contract with Rural Communities Housing Development Corporation for allocation of \$983,414.86 in Homelessness Emergency Aid Program to facilitate construction of 40 units of Permanent Supportive Housing on Brush Street.



HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM (HHAP) BUDGET TEMPLATE

Applicant Information

CoC / Large City / County Name

County of Mendocino

Receiving Redirected Funds?

No

Administrative Entity Name:

Mendocino County Health and
Human Services Agency

Total of Redirected Funding Received

N/A

HHAP Funding Expenditure Plan*

Eligible Use Category	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
(1) Rental Assistance /Rapid Rehousing						
(2) Operating Subsidies and Reserves	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$300,000.00
(3) Landlord Incentives	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$150,000.00
(4) Outreach and Coordination (including employment)	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$250,000.00
(5) Systems Support to Create Regional Partnerships						\$0.00
(6) Delivery of Permanent Housing						\$0.00
(7) Prevention and Shelter Diversion to Permanent Housing	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$22,303.13	\$102,303.13
(8) New Navigation Centers and Emergency Shelters						\$0.00
Innovative Solutions						\$0.00
(1)(a) Strategic Homelessness Planning (up to 5%)						
(1)(b) Infrastructure Development CES or HMIS (up to 5%)						
All Youth Set-Aside (no less that 8%)	\$12,077.68					
(2) Administrative (up to 7%)	\$12,077.68	\$12,077.68	\$12,077.68	\$12,077.68	\$12,077.68	\$60,388.40

*Narrative should reflect details of HHAP funding plan

TOTAL FUNDING ALLOCATION

\$862,691.53

REFERENCES:

(1) Rental Assistance / Rapid Rehousing: \$0
 (2) Operating Subsidies and Reserves: \$60,000/year
 (3) Landlord Incentives: \$30,000/year
 (4) Outreach and Coordination (including employment): \$50,000/year
 (7) Prevention and Shelter Diversion to Permanent Housing: \$20,000/year (\$22,303.13 Year 5 Only)
 7% Administrative: \$12,077.68/year



HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM (HHAP) BUDGET TEMPLATE

Applicant Information

CoC / Large City / County Name

CoC CA-509: Mendocino County

Receiving Redirected Funds?

No

Administrative Entity Name:

Mendocino County Health and
Human Services Agency

Total of Redirected Funding Recieved

N/A

HHAP Funding Expenditure Plan*

Eligible Use Category		FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	TOTAL
(1)	Rental Assistance /Rapid Rehousing	\$36,989.36	\$36,989.36	\$36,989.36	\$36,989.36	\$36,989.36	\$184,946.82
(2)	Operating Subsidies and Reserves	\$36,989.36	\$36,989.36	\$36,989.36	\$36,989.36	\$36,989.36	\$184,946.82
(3)	Landlord Incentives	\$0.00	\$46,236.71	\$46,236.71	\$46,236.71	\$46,236.71	\$184,946.82
(4)	Outreach and Coordination (including employment)	\$0.00	\$0.00	\$61,648.94	\$61,648.94	\$61,648.94	\$184,946.82
(5)	Systems Support to Create Regional Partnerships						
(6)	Delivery of Permanent Housing						
(7)	Prevention and Shelter Diversion to Permanent Housing	\$0.00	\$30,053.86	\$30,053.86	\$30,053.86	\$30,053.86	\$120,215.44
(8)	New Navigation Centers and Emergency Shelters						
	Innovative Solutions						
(1)(a)	Strategic Homelessness Planning (up to 5%)						
(1)(b)	Infrastructure Development CES or HMIS (up to 5%)						
All	Youth Set-Aside (no less that 8%)	Included	in Categories	Above			Incorporated Above
(2)	Administrative (up to 7%)	\$12,946.28	\$12,946.28	\$12,946.28	\$12,946.28	\$12,946.27	\$64,731.39

*Narrative should reflect details of HHAP funding plan

TOTAL FUNDING ALLOCATION

\$924,734.12

REFERENCES:

20% Each: (1) Rental Assistance / Rapid Rehousing
 (2) Operating Subsidies and Reserves
 (3) Landlord Incentives
 (4) Outreach and Coordination (including employment)
 13% (7) Prevention and Shelter Diversion to Permanent Housing
 7% Administrative

HHAP Program Guidance

Eligible Uses

The HHAP program requires grantees to expend funds on evidence-based solutions that address and prevent homelessness among eligible populations. As stated in Health and Safety Code (HSC) § 50219(c)(1-8), funds shall be expended on any of the following:

- (1) Rental assistance and rapid rehousing;
- (2) Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves;
- (3) Incentives to landlords, including, but not limited to, security deposits and holding fees);
- (4) Outreach and coordination, which may include access to job programs, to assist vulnerable populations in accessing permanent housing and to promote housing stability in supportive housing;
- (5) Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system particularly for vulnerable populations including families and homeless youth;
- (6) Delivery of permanent housing and innovative housing solutions such as hotel and motel conversions;
- (7) Prevention and shelter diversion to permanent housing; and
- (8) New navigation centers and emergency shelters based on demonstrated need. Demonstrated need for new navigation centers and emergency shelters shall be based on the following:
 - (a) The number of available shelter beds in the jurisdiction;
 - (b) The shelter vacancy rate in the summer and winter months;
 - (c) The percentage of exits from emergency shelters to permanent housing solutions; and
 - (d) A plan to connect residents to permanent housing.

In addition, HSC § 50218(b) states that grantees are required to use at least 8 percent of the program allocation for services that meet the specific needs for homeless youth populations.

Additional Eligible and Ineligible Uses

HHAP program statute has additional mandates on eligible and ineligible uses of program funds. HSC § 50219(d) and (e):

- (1) Eligible applicants may use up to 5 percent of their program allocation on:
 - (a) Strategic homelessness plan, as defined in section 578.7(c) of Title 24 of the Code of Federal Regulations (CFR); and/or
 - (b) For infrastructure development to support coordinated entry systems and Homeless Management Information Systems (HMIS).

- (2) Eligible applicants shall not use more than 7 percent of their program allocation for administrative costs incurred by the city, county, or CoC to administer its program allocation. This does not include staff costs or other costs directly related to implementing or carrying out activities funded by the program allocation.

In addition, HSC § 5021B(a)(S) states that program recipients shall not use HHAP program funding to supplant existing local funds for homeless housing, assistance, or prevention. The intent of HHAP program funds is to expand or increase services and housing capacity. HHAP funds cannot replace local funds that are committed to an existing or developing homeless assistance program. However, if funds previously supporting a service or project end or are reduced for reasons beyond the control of the grantee and services or housing capacity will be lost as a result of these funds ending, HHAP program funds may be used to maintain the service or program and are not considered supplanting. Examples include, but are not limited to, a time-limited city and/or county tax or one-time block grant, such as HEAP.

Reimbursement

HHAP program funds should not generally be obligated or expended prior to the effective date of the standard agreement. However, Agency acknowledges there may be circumstances in which reimbursement is necessary to prevent or address homelessness in a given jurisdiction. When considering a reimbursement, the following requirements must be adhered to:

- (1) Reimbursement is not permitted for activities occurring prior to July 1, 2019.
- (2) Reimbursement shall not supplant existing local funds for homeless housing, assistance, or prevention.
- (3) Approval from HCFC must be obtained prior to authorizing reimbursement.
- (4) Capital improvement projects pertaining to emergency shelters and navigation centers are still required to demonstrate need. Eligible applicants are required to submit the following information for HCFC to review and approve or deny such projects:
 - (a) The number of available shelter beds in the jurisdiction;
 - (b) The shelter vacancy rate in the summer and winter months;
 - (c) The percentage of existing emergency shelters to permanent housing solutions; and
 - (d) A plan to connect residents to permanent housing.

Pre-Application Notices

Point-In-Time (PIT) Count

HSC § 50216(j) states that a jurisdiction may elect to use their 2017 PIT count, instead of their 2019 PIT count, if they can demonstrate all of the following:

- (1) That a significant methodology change occurred between the 2017 and 2019 PIT counts;
- (2) That the significant change in methodology was based on an attempt to more closely align the count with HUD best practices; and,
- (3) That the change was undertaken in consultation with HUD representatives.

To expedite the release of the HHAP NOFA and application, HCFC is requesting eligible applicants who want to elect to use their 2017 PIT count, instead of their 2019 PIT count to