



Agenda Date: 4/5/2005  
Agenda Placement: 6E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Amendment No. 10 to Agreement with the Housing Authority of the City of Napa (Family Self-Sufficiency Coordinator)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 10 to revenue Agreement No. 3668 with the Housing Authority of the City of Napa increasing the maximum by \$6,776 for a new maximum of \$80,189 to provide a Family Self-Sufficiency Coordinator to assist families to obtain economic independence and prepare for home ownership.

### **EXECUTIVE SUMMARY**

The City of Napa Housing Authority operates the Family Self-Sufficiency program as part of the Section 8 federal rental assistance program mandate. The program fosters economic independence and self-sufficiency among low-income and CalWORKs families. The County assigns a 1.0 FTE (Limited Term) Staff Services Analyst II to the City Housing Authority to serve as the Family Self-Sufficiency Coordinator, and the City of Napa reimburses the county for the position. The amendment increases the maximum dollar amount to reimburse the County for the cost of living increase and equity adjustment that the Family Self-Sufficiency Coordinator received this fiscal year.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The City of Napa reimburses the County for the salary and benefits for the Staff Services Analyst II who is the Family Self-Sufficiency Coordinator.

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Is the general fund affected?	No
Future fiscal impact:	The agreement is reviewed annually by the department.
Consequences if not approved:	HHSa would not be able to bill the City of Napa for full reimbursement of the Family Self Sufficiency Coordinator's salary and benefits for Fiscal Year 2004-2005.
Additional Information:	None

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The City of Napa Housing Authority operates the Family Self-Sufficiency (FSS) Program as part of the federal Housing Choice Voucher Program. This program promotes the development of local strategies to coordinate Housing Choice Voucher Program assistance with public and private resources to enable participating CalWORKS and other low-income families to achieve economic independence and self-sufficiency, build assets, and prepare for home ownership. As a result of participation in the FSS program, many families have achieved stable, well-paid employment, which has made it possible for them to become homeowners. The program offers a financial incentive by awarding escrow monies to families that overcome obstacles and complete goals over a five-year period. Since 1993, 74 Napa County families have received a total of \$348,085 in escrow disbursements.

The FSS Coordinator administers the program, ensuring that all critical components of the program are met in order to maintain federal funding. The FSS selects and orients program participants; develops self-sufficiency action plans; and assists clients to follow through on program goals. The City of Napa reimburses the County for the cost of the position. This amendment increases the agreement to include the cost of living increase and equity adjustment that the Family Self-Sufficiency Coordinator received this fiscal year.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon