



Agenda Date: 6/19/2007  
Agenda Placement: 6F

## 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:** Amendments to Agreements for the Transitional Residential Alliance and Integrated Network (TRAIN)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following amendments regarding the Transitional Residential Alliance and Integrated Network (TRAIN) grant for supportive services for the homeless:

1. Amendment No. 1 to Agreement No. 3989 with Community Action of Napa Valley, Inc., increasing the amount by \$4,227 for a new maximum of \$82,856 to provide counseling services for adult homeless persons and administer rent subsidies;
2. Amendment No. 1 to Agreement No. 3990 with Napa Emergency Women's Services, Inc. (NEWS) decreasing the amount by \$3,020 for a new maximum of \$27,980 to provide case management and referral for homeless women and families including those with domestic violence issues; and
3. Amendment No. 1 to Agreement No. 6654 with the City of Napa decreasing the amount by \$3,019 for a maximum of \$25,919 to provide outreach and case management services to the homeless population.

### **EXECUTIVE SUMMARY**

The Transitional Residential Alliance and Integrated Network (TRAIN) supportive/transitional housing project is a collaboration between HHSA and three community-based non-profit agencies: Community Action of Napa Valley (CANV), Napa Emergency Women's Services (NEWS), and the City of Napa. HHSA is the project sponsor. The three contract agencies provide outreach to street homeless persons, case management services, and up to one year of rental subsidies. The agreements with CANV, NEWS and City of Napa are calendar year agreements covering the term January 1, 2007 through December 31, 2007. Each agreement contains a provision for annual renewal.

**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:	<p>Approval of the requested actions is discretionary in that there is no mandate to provide these services. HHSA has received funding for these agreements for nine years. HHSA has applied for \$123,439 in calendar year 2007 HUD funding but typically does not receive the annual funding until August of the calendar year. Since this funding is considered to be ongoing funding, HHSA continues to automatically renew the agreements with the three contractors to provide ongoing services to the homeless population. If for some reason HUD did not continue the County's TRAIN funding, HHSA would terminate these contracts and make corresponding reductions in other budget areas.</p> <p>HHSA was notified that HUD's priorities for calendar year 2007 changed to emphasize rental subsidies rather than supportive services. Therefore, HHSA is amending the calendar year agreements to reflect the new priorities.</p> <p>Approval of the requested amendment with the Community Action of Napa Valley, Inc. (CANV) will increase the contract maximum to allow CANV to provide additional rental subsidies to clients, in accordance with the shift in HUD's priorities. Approval of the amendments with the Napa Emergency Women's Services, Inc. (NEWS) and City of Napa will reduce their respective contractual maximums, also reflecting the shift in HUD's priorities.</p>
Is the general fund affected?	Yes
Future fiscal impact:	These are calendar year agreements that terminate December 31, 2007. The agreements contain an automatic renewal provision, so the contracts may continue in subsequent calendar years if the County continues to receive HUD funding.
Consequences if not approved:	If these amendments are not approved, the contract amounts for each provider will not match the U.S. Department of Housing and Urban Development's priorities.
Additional Information:	TRAIN program funding has been provided for nine years. HHSA anticipates receiving ongoing funding of \$123,439, which will fund these agreements except for a 20% county match for the supportive services portion of the grant. The match is included in the County's Fiscal Year 2006-2007 and proposed Fiscal Year 2007-2008 budget.

**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**

For nine years Napa County has received a grant from the U.S. Department of Housing and Urban Development (HUD) for the Transitional Residential Alliance and Integrated Network (TRAIN) program, which enables HHSA to provide services to the homeless population of Napa County. Napa County's TRAIN funding has allowed dozens of homeless people to be housed. TRAIN case management services and rent subsidies are provided by the following three community-based non-profit agencies under contract with the County.

1. Community Action of Napa Valley (CANV) provides transitional housing and case management for homeless adults. In addition, CANV provides overall management and disbursement of rental subsidies to landlords on behalf of program participants. CANV will serve eight households (approximately 11 adults and children) this year. The County is increasing this contract to reflect a shift in HUD's priorities from funding supportive services to funding more rental subsidies.

2. Napa Emergency Women's Services (NEWS) provides transitional housing and case management for homeless families receiving services through the NEWS emergency shelter. NEWS' staff provides transitional (up to 12 months) supportive services sufficient to help program clients gain permanent housing and develop self-sufficiency to help maintain housing once transitional services have ended. NEWS anticipates serving six households (10 adults and children) this year. The portion of the NEWS staff funded by Napa County's agreement will be reduced from .63 FTE to .57 FTE to reflect a shift in HUD's priorities from funding supportive services to funding more rental subsidies.

3. The City of Napa provides case management for homeless adults and families in Housing and Urban Development (HUD) target groups (mentally ill, individuals with substance abuse problems, physically disabled, individuals who have AIDS or are HIV positive, and victims of domestic violence). The case manager also will conduct street outreach to the homeless population. The portion of the City of Napa staff funded by Napa County's agreement will be reduced from .69 FTE to .62 FTE to reflect a shift in HUD's priorities from funding supportive services to funding more rental subsidies.

The CANV amendment increases the maximum amount for the CANV agreement for both calendar year 2007 and 2008. HHSA expects to spend the entire calendar year 2007 increase by December 31, 2007. The NEWS and City of Napa amendments reduce the maximum amounts for those agreements for both calendar year 2007 and 2008. The County will not reimburse a contractor for services above the revised contract maximum.

These agreements are not subject to HIPAA because there is no use or disclosure of protected health information by or to the vendors under these agreements.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita