



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/31/2018

Agenda Placement: 6E

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Mary Butler - Interim Director
Health & Human Services Administration

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Revenue Agreement with the U.S. Department of Housing and Urban Development (Homeless Management Information System)

RECOMMENDATION

Interim Director of Health and Human Services requests approval of and authorization for the Chair to sign a revenue agreement with the United States Department of Housing and Urban Development for a maximum of \$35,887 for the term April 1, 2017 through March 31, 2018 for the Homeless Management Information System Expansion program.

EXECUTIVE SUMMARY

The Homeless Management Information System (HMIS) Expansion revenue agreement will provide \$35,887 in grant funds that will help to fund the County's current agreement with Bitfocus, Inc., which is the County's HMIS software vendor. This grant will reimburse costs already incurred during the period April 1, 2017 through March 31, 2018.

Staff received the proposed grant agreement from Housing and Urban Development in May 2018.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Homeless and Housing Services 20008-01
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: Approval of the requested action is discretionary in that there is no mandate to accept the U.S. Department of Housing and Urban Development Grant funding for Homeless Management Information System (HMIS) activities. Approval of the requested action will, however, provide the County with necessary federal funding to assist with the yearly cost to contract with HHSA's HMIS provider Bitfocus (\$73,165).

Is the general fund affected? No

Future fiscal impact: None. The Federal Grant for HMIS activities covers the period of April 1, 2017 through March 31, 2018.

Consequences if not approved: If this agenda item is not approved, the County will be forgoing money to utilize against the expenses of HHSA's HMIS system. The shortfall in funding will require the County to fund the entire Bitfocus contract with County General Funds or end HMIS associated activities.

Additional Information:

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

Napa County Health and Human Services Agency (HHSA) takes the lead on implementing the Homeless Management Information System (HMIS) for the Napa County Continuum of Care (CoC), a group of community stakeholders that work together to plan for and provide emergency, transitional, and permanent housing, as well as various services to address the needs of homeless persons. HMIS is designed to collect data on the homeless population of Napa County. The data collected helps staff better understand the needs of homeless individuals and families and assist in the development of more efficient delivery of program services for this population. HHSA's HMIS software vendor is Bitfocus, Inc.

Accepting this grant will help to fund software support costs already incurred.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri