



Agenda Date: 8/22/2006
Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randy Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst, 253-4720
SUBJECT: Amendment No. 1 to Revenue Agreement No. 4907 with the City of Napa for the Family Self-Sufficiency Counselor

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Revenue Agreement No. 4907 with the City of Napa decreasing the amount by \$38,678 for a new maximum of \$38,679 to provide partial funding of a counselor for the Family Self-sufficiency Program.

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 purpose of the program is to foster economic independence and self-sufficiency among CalWORKs families and other low-income tenants living in Section 8 housing in Napa County. On May 16, 2006, the Board approved the renewal of the revenue agreement with the City for reimbursement to the County for a full-time Family Self-sufficiency (FSS) counselor. Approval of the requested amendment will reduce the City's reimbursement to the County to one-half of the cost of the position through June 30, 2007.

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:	This action is discretionary in that there is a mandate for the City of Napa to provide family self-sufficiency services to a certain number of families. However, there is not a mandate for the County to have a position to provide

these services.

An agreement with the City provides for a County staff person to serve in the Counselor capacity. However, because Federal funds provided to the City of Napa for the Family Self-sufficiency Program have been reduced for this Fiscal Year, the amount the City will reimburse the County for the cost of this Counselor position has been reduced accordingly. Approval of the amendment to the revenue agreement with the City will allow the County to bill the City of Napa for the provision of half-time family self-sufficiency counseling services.

Is the general fund affected?

Yes

Future fiscal impact:

This revenue agreement is reviewed annually with the City of Napa. If the contract continues to be for a part-time Family Self-sufficiency Counselor, HHSa will need to correspondingly adjust projected revenue for future fiscal years and consider the subsequent impact on the CalWORKs Single Allocation.

Consequences if not approved:

If this contract is not approved, HHSa will not receive reimbursement for half of the cost of the Resource Specialist assigned to serve as the Family Self-sufficiency Counselor. The Resource Specialist's job duties would thus have to be reevaluated.

Additional Information:

The new revenue amount from the City of Napa will cover only 0.5 FTE of the Family Self-sufficiency Counselor position, as opposed to the 1.0 FTE that was budgeted for Fiscal Year 2006-2007. Therefore, for the remainder of this Fiscal Year, the Family Self-sufficiency Counselor will be assigned half-time to CalWORKs duties in order to fully fund the position. To compensate for the fact that this position will now draw down 0.5 FTE from the CalWORKs allocation, one CalWORKs-funded position in the Public Assistance/Vocational Services Division will be held vacant so that the budget impact of this action is cost neutral. There are currently two Resource Specialist vacancies in the CalWORKs program.

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 Section 8 Housing Choice Voucher Program. The FSS Program promotes local strategies to coordinate the use of Housing Choice Voucher program assistance between public and private resources. The coordination of resources enables participating CalWORKs families and other low-income families in the community 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 to the families in the Program, awarding escrow monies to families that overcome obstacles and complete goals over a five-year period. Since

1993, 93 housing tenants have completed the Program and a total of \$531,011 has been awarded to these families. Of this group, 13 families have achieved home ownership.

On May 16, 2006, the Board approved the revenue agreements for this Program, which reimburse the County for the cost of two positions the County provides for the program: a Family Self-sufficiency Coordinator and a Family Self-sufficiency Counselor. The FSS Coordinator administers the Program, ensuring that all critical components of the Program are met in order to maintain federal funding. The FSS Counselor assists the FSS Coordinator in the administration of the Program and works at the direction of the Coordinator to evaluate, case manage, and coordinate activities for and counsel a caseload of participants in the Family Self-sufficiency Program.

The original FSS program mandate for the City of Napa was set at 206 families by the funding source (the U.S. Department of Housing and Urban Development). Due to successful Program completions and a recent moratorium imposed by the City of Napa Housing Authority on the addition of new families, this number was reduced to 108 families. For the current Federal fiscal year the Housing Authority has authorized slots for 90 families. As a result of these changes, the U.S. Department of Housing and Urban Development provided less funding for this Program to the City of Napa for this year. Correspondingly, the funding available to reimburse the County for the FSS positions has been reduced. Approval of the requested amendment will reduce the contract maximum from \$77,357 to \$38,679. The new revenue amount covers only 0.5 FTE of the FSS Counselor as opposed to the 1.0 FTE previously budgeted. The incumbent will be temporarily assigned half-time CalWORKs duties for the balance of the Fiscal Year.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita