



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/9/2014

Agenda Placement: 7L

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for HOWARD HIMES - Director  
Health & Human Services Fiscal

**REPORT BY:** Shelli Brobst, Contracts Analyst - 253-4720

**SUBJECT:** Revenue Agreement with the U.S. Department of Urban Housing (HMIS)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chairman to sign a revenue agreement with the U.S. Department of Housing and Urban Development for a maximum of \$1,918 for the term July 1, 2014 through June 30, 2015, to provide funding for technical assistance in support of the new Homeless Management Information System.

### **EXECUTIVE SUMMARY**

Approval of the recommended action will enable Napa County to accept \$1,918 in funding from the U.S. Department of Housing and Urban Development to fund technical assistance in support of its new Homeless Management Information System, including the development of custom outcomes reporting capabilities.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	U.S. Department of Housing and Urban Development
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This agreement is discretionary as Napa County is not mandated to contract with the U.S. Department of Housing and Urban Development for this purpose.

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Is the general fund affected? No

Future fiscal impact: None, as the agreement terminates at the end of the fiscal year.

Consequences if not approved: If this grant revenue is not accepted, the Napa County Continuum of Care would forego an opportunity to fund technical assistance in support of its new Homeless Management Information System, including the development of custom outcomes reporting capabilities.

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) is the lead agency 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 recently transitioned to a new vendor for HMIS software, Clarity Human Services/Bitfocus. Accepting this grant will help fund technical assistance by The Center For Common Concerns (for whom HHSA is currently under Agreement with to provide consultation and development of a funding application to the U.S. Department of Housing and Urban Development (HUD) and to provide assistance to the Homeless Policy Council) to transition to the new HMIS system, including developing custom reporting capabilities for measuring the performance of CoC programs.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Karen Collins