

**DATE:** November 17, 2010

**TO:** Children and Families Commission of Orange County

**FROM:** Michael M. Ruane, Executive Director



**SUBJECT:** Implementing Actions for Homeless Prevention Services

---

**SUMMARY:**

In October 2010, the Commission approved funding for Homeless Prevention services including transitional shelters, motel outreach services, emergency shelter services, and support for the Ending Homeless 2020 Board. This agenda item includes a progress report on implementing activities and follow-up actions.

**Emergency Shelter Services**

The Commission has funded the Family Redirection Program for the last two winter seasons and in October provided support for the 2010/11 winter season. As discussed in the October agenda item, there has been more interest from private foundations and funders to expand the services provided to homeless families seeking shelter at the Armory in order to expedite their move into transitional shelters.

*Program Strategy for Winter 2010/11*

The focus on increasing private funding partners and expediting families into transitional shelters is requiring unprecedented levels of collaboration and coordination among funders and service providers. While this is an ambitious program strategy that will provide families with increased services it may require mid-term adjustments in both program design and funding.

The group of interested private funders has established a fund at One OC (formerly the Volunteer Center of Orange County), with a goal to provide transitional housing services to 100 families. In order to serve 100 families, the private funders need to raise at least \$750,000; they have already raised \$500,000. Included in the \$500,000 is the Commission contribution of \$100,000 (approved at the October 2010 Commission meeting). The Commission's allocation will only be used to support families with children ages birth to 5-years-old.

Based on the service counts from last year (more than 300 families were served by the Family Redirection Program) it is anticipated that these additional funds and program expansion will not be able to handle all families that seek services at the Armory. Therefore, there still remains a need for the Redirection Program to provide case management services and temporary motel vouchers to those families that are not able to transition into a shelter program.

Commission staff will return in January with a progress report on both the collaboratively funded program that expedites the acceptance of families into transitional shelters, as well as the Family Redirection Program. It is likely that both of these programs will need additional funding to

continue services throughout the winter season. Returning to the Commission in early 2011 will allow the programs to be operational for a month which will provide information on the number of families served and their length of stay.

### **Ending Homeless 2020 Board**

At the October Commission meeting, the Commission allocated \$75,000, matching the County of Orange's contribution, to support the executive director position for the Ending Homeless 2020 Board. The Ending Homelessness 2020 Board and Executive Director position will oversee the implementation of the County's 10 year plan to end homelessness. The Orange County plan has 10 strategies that include: creating a year-round emergency shelter system; increasing prevention services; encouraging homeless service providers to employ a rapid re-housing program (rather than forcing program participants through a time specific transitional housing program); improving data collection, management, and reporting; and, increasing the stock of workforce housing.

Critical to the success of the Plan is the development of an organizational leadership structure to provide accountability and oversight. The plan calls for a publicly and privately funded executive director position over the life of the plan that is not a county employee, and for the administration of the funding for this position to be handled through a fiscal sponsor. The fiscal sponsorship role is a key element to the development of a publicly and privately funded position as many private funders cannot directly contribute to government entities.

In order to eliminate start up costs and administrative fees, the Orange County Community Services Agency requested that the Commission serve as the fiscal sponsor for the executive director position for the initial year. An agreement with the County of Orange to serve as the fiscal sponsor, and setting up a fund at One OC (formerly the Volunteer Center of Orange County) that can receive contributions from the private sector is recommended. The fiscal sponsorship agreement includes administering the combined \$150,000 (Orange County's contribution of \$75,000 and the Commission's contribution of \$75,000), working collaboratively with the Ending Homelessness 2020 Board to recruit and enter into an agreement with the executive director, as well as providing office space and other support as needed.

As part of the fiscal sponsorship agreement, the Commission will need to enter into an agreement with a consultant to serve in the executive director position. Commission authority is requested to enter into an agreement with a consultant in an amount not to exceed \$150,000 to serve as the Executive Director of the Ending Homeless 2020 Board for 12 months. The Ending Homelessness 2020 Board is identifying the skill set for the position and anticipates completing a recruitment process in January 2011.

### **STRATEGIC PLAN & FISCAL SUMMARY:**

The proposed funding actions have been specifically reviewed in relation to the Strategic Plan, and are consistent with the Strong Families goal and specifically the Homeless Prevention Initiative. The funds requested are included in the FY 2010/11 Budget within the Homeless Prevention budget category.

**PRIOR COMMISSION ACTIONS:**

- October 6, 2010- funding allocations for Executive Director of the Ending Homeless 2020 Board and Family Redirection Program

**RECOMMENDED ACTIONS:**

1. Adopt resolution (Attachment 1) authorizing the Executive Director or designee and Commission Counsel to negotiate and enter into an agreement with the County of Orange to receive \$75,000 of funding and serve in fiscal intermediary role for the Ending Homeless 2020 Board for a term beginning December 14, 2010 and ending December 13, 2011.
2. Adopt resolution (Attachment 2) authorizing the Executive Director or designee and Commission Counsel to negotiate and enter into agreement C-280 for an amount not to exceed \$150,000 and a term of 12 months for consultant services to serve as Executive Director of the Ending Homeless 2020 Board.

**ATTACHMENTS:**

1. Resolution to enter into Agreement with County of Orange
2. Resolution for Consultant Services

**Contact:** Kim Goll

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. 10-\_\_\_-C&FC**

**December 1, 2010**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR OR DESIGNEE TO ENTER INTO AN AGREEMENT BETWEEN THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AND THE COUNTY OF ORANGE (OC COMMUNITY SERVICES) AND AUTHORIZING APPROVAL OF SUCH AGREEMENT ON BEHALF OF THE COMMISSION**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, the Commission adopted a Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Commission desires to enter into an Agreement with the County of Orange (OC Community Services) to receive funding in the amount of \$75,000 for the period starting on or about December 14, 2010 through December 13, 2011 for services related to the implementation of the “Ten-Year Plan to End Homelessness” in conjunction with the Ending Homelessness 2020 Board promoting the purposes of the Act and the Strategic Plan; and

**WHEREAS**, Commission has reviewed the staff report relating to the scope of services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** The Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** The Commission hereby authorizes Executive Director or designee to enter into an Agreement between the Children and Families Commission of Orange County and the County of Orange (OC Community Services) to receive funding in the amount of \$75,000 for the period starting on or about December 14, 2010 through December 13, 2011 for services related to the implementation of the “Ten-Year Plan to End Homelessness” in conjunction with the Ending Homelessness 2020 Board as described in the December 1, 2010 staff report to this Agenda Item.

**Section 3** Commission hereby approves the Agreement with the County of Orange (OC Community Services).

**Section 4** A copy of the final Agreement when executed by the Executive Director and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Agreement shall be placed on file in the office of the Clerk of the Commission.

**Section 5** In addition to the authorization of Section 2 above, the Commission Executive Director, or designee, is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Agreement(s), (ii) to cause the issuance of warrants, (iii) to administer the Commission's obligations, responsibilities and duties to be performed under such agreement(s), and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement(s) in the furtherance thereof.

**Section 6** The Clerk of the Commission shall certify to the adoption of this Resolution.

The foregoing was passed and adopted by the following vote of the Children and Families Commission of Orange County on December 1, 2010 to wit:

AYES           Commissioners: \_\_\_\_\_

NOES:           Commissioner(s): \_\_\_\_\_

EXCUSED:      Commissioner(s): \_\_\_\_\_

ABSTAINED:   Commissioner(s): \_\_\_\_\_

\_\_\_\_\_  
CHAIR

STATE OF CALIFORNIA   )  
                                          )  
COUNTY OF ORANGE    )

I, DARLENE J. BLOOM, Clerk of the Commission of Orange County, California, hereby certify that a copy of this document has been delivered to the Chair of the Commission and that the above and foregoing Resolution was duly and regularly adopted by the Children and Families Commission of Orange County.

**IN WITNESS WHEREOF**, I have hereto set my hand and seal.

\_\_\_\_\_  
DARLENE J. BLOOM  
Clerk of the Commission, Children and Families Commission of  
Orange County, County of Orange, State of California

Resolution No: 10-\_\_-C&FC

Agenda Date: December 1, 2010

Item No. \_\_



I certify that the foregoing is a true and correct copy of the Resolution adopted by the

DARLENE J. BLOOM, Clerk of the Commission

By: \_\_\_\_\_  
Deputy

**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final Agreement)

**CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY**

**RESOLUTION NO. \_\_\_-10-C&FC**

**December 1, 2010**

**A RESOLUTION OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY DIRECTING THE EXECUTIVE DIRECTOR TO PREPARE AND NEGOTIATE AGREEMENT NO. C-280 WITH A CONSULTANT TO BE NAMED; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH**

**WHEREAS**, in order to facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development, the legislature adopted legislation set forth in the California Children and Families Act of 1998, Health and Safety Code Section 130100, *et seq.* (as amended, the “Act”) implementing the Children and Families First Initiative passed by the California electorate in November, 1998 and establishing the California Children and Families Commission and County Children and Families Commissions, including this Children and Families Commission of Orange County (“Commission”); and

**WHEREAS**, Commission adopted its Strategic Plan to define how funds authorized under the Act and allocated to the Commission should best be used to meet the critical needs of Orange County’s children prenatal to five years of age as codified in the Act; and

**WHEREAS**, the Executive Director and Commission Counsel have prepared a standard Master Agreement for Consultant/Professional Services (“Master Agreement”), which was approved by the Commission; and

**WHEREAS**, the Commission desires to authorize the Executive Director or designee to prepare and negotiate Agreement No. C-280 with a consultant to be named in an amount not to exceed \$150,000, for consultant services related to the implementation of the “Ten-Year Plan to End Homelessness” in conjunction with the Ending Homelessness 2020 Board for the period beginning on or about December 14, 2010 through December 13, 2011, contingent on execution of an agreement with the County of Orange (OC Community Services) to receive funds as specified in the December 1, 2010 staff report for this Agenda Item; and

**WHEREAS**, Commission has reviewed the staff report relating to the Scope of Services to be provided and hereby finds and determines that the proposed Agreement is in furtherance of and consistent with the Commission’s Strategic Plan; and

**NOW, THEREFORE BE IT RESOLVED BY THE COMMISSIONERS OF THE CHILDREN AND FAMILIES COMMISSION OF ORANGE COUNTY AS FOLLOWS:**

**Section 1** Commission finds and determines the foregoing Recitals are true and correct and are a substantive part of this Resolution.

**Section 2** Commission hereby authorizes the Executive Director, or designee, to prepare and negotiate the terms, conditions and final form of Agreement No. C-280 with a consultant to be

named, in an amount not to exceed \$150,000, for consultant services related to the implementation of the “Ten-Year Plan to End Homelessness” in conjunction with the Ending Homelessness 2020 Board for the period beginning on or about December 14, 2010 through December 13, 2011, contingent on execution of an agreement with the County of Orange (OC Community Services) to receive funds as specified in the December 1, 2010 staff report and scope of services referenced therein; and

**Section 3** The form of Agreement No. C-280 with a consultant to be named shall be substantially similar to the form of the standard Master Agreement, subject to minor, non-substantive revisions as reviewed and approved by the Executive Director or designee. The approval by the Executive Director of Agreement No. C-280 shall be conclusively evidenced by the execution and delivery of the Amendment by the Commission Chair to the Commission Clerk.

**Section 4** Commission hereby approves Agreement No. C-280 with a consultant to be named for consultant services related to the implementation of the “Ten-Year Plan to End Homelessness” in conjunction with the Ending Homelessness 2020 Board as specified in the December 1, 2010 staff report for this Agenda Item.

**Section 5** The Commission Chair and the Clerk of the Commission are hereby authorized to execute and attest, respectively, Agreement No. C-280 on behalf of the Commission.

**Section 6** A copy of the final Agreement No. C-280 with a consultant to be named, when executed by the Commission Chair, or Executive Director, and attested by the Clerk of the Commission shall be appended hereto as a part of Exhibit A to this Resolution. Exhibit A is hereby fully incorporated as a part of this Resolution by this reference and made a part hereof. The final executed Amendment shall be placed on file in the office of the Clerk of the Commission.

**Section 7** In addition to the authorization of Section 2 above, the Executive Director (or his designee) is hereby authorized, on behalf of the Commission, (i) to sign all documents necessary and appropriate to carry out and implement the Service Agreement, (ii) to cause the issuance of warrants, (iii) to administer the Commission’s obligations, responsibilities, and duties to be performed under such agreement, and (iv) during the term thereof to provide waivers, administrative interpretations, and minor modifications of the provisions of such agreement in the furtherance thereof.

**Section 8** The Clerk of the Commission shall certify to the adoption of this Resolution.



**EXHIBIT A TO RESOLUTION OF COMMISSION**

(Attach copy of final executed Agreement No. C-280 with a consultant to be named)