



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** September 24, 2019

**DATE:** August 20, 2019

**TO:** Board of County Commissioners

**FROM:** Amber Howell, Director, Human Services Agency  
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**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to approve the FY19/20 Interlocal Cooperative Agreement for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and City of Sparks retroactive for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed [\$3,952,811] with Washoe County's share being [\$2,759,584]. (All Commission Districts.)

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### **SUMMARY**

The Agency is requesting the Board approve the FY19/20 Interlocal Cooperative Agreement for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and City of Sparks retroactive for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed [\$3,952,811] with Washoe County's share being [\$2,759,584].

**Washoe County Strategic Objective supported by this item:** Safe, secure and healthy communities.

### **PREVIOUS ACTION**

On August 28, 2018 the Board of Commissioners approved the Interlocal Cooperative Agreement for the Operation of the Community Assistance Center and other homeless services among the City of Reno, City of Sparks, and the County for up to \$2,531,637 in cash for the period of July 1, 2018 through June 30, 2019.

On August 8, 2017 the Board of Commissioners approved the Interlocal Cooperative Agreement for the Operation of the Community Assistance Center and other homeless services among the City of Reno, City of Sparks, and the County for up to \$2,418,189 in cash for the period of July 1, 2017 through June 30, 2018.

On June 28, 2016 the Board of Commissioners approved the Interlocal Cooperative Agreement for the Operation of the Community Assistance Center and other homeless services among the City of Reno, City of Sparks, and the County for up to

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\$2,020,856 in cash and approximately \$252,964 in-kind support, for the period of July 1, 2016 through June 30, 2017.

On May 10, 2016, the Board of County Commissioners received an update on the Community Assistance Center for fiscal year FY16-17 and approved funding of the Community Assistance Center in an amount up to \$2,020,856 to be included within the FY16-17 Interlocal Agreement for the operation of the Community Assistance Center.

On October 28, 2014 the Board of County Commissioners received an update on the Community Assistance Center and approved a request from the City of Reno for an additional \$90,000 to fund the winter overflow shelter, and acknowledged a presentation on the Crossroads program by the Department of Social Services and possible direction to staff on related matters.

On June 17, 2014 the Board of Commissioners approved the Interlocal Agreement for Operation of the Community Assistance Center among the City of Reno, City of Sparks, and the County effective upon execution through June 30, 2015 for the County's portion for fiscal year 2014- 2015. Washoe County's share of the cost to support the Community Assistance Center is \$1,234,426 in cash and approximately \$252,964 in-kind support.

On June 11, 2013, the Board of Commissioners approved the Cooperative Agreement for Services related to the Operations of the Homeless Community Assistance Center between the County, City of Reno, and the City of Sparks for the County's portion for fiscal year 2013-2014. Washoe County's share of the cost to support the Community Assistance Center was \$1,205,537 in cash and approximately \$280,086 in-kind support.

On July 10, 2012, the Board of Commissioners approved Amendment #6 to the Cooperative Agreement related to the operation of the Community Assistance Center between the County, City of Reno, and the City of Sparks. Washoe County's share of the cost to support the Community Assistance Center for fiscal year 2012-2013 was \$1,138,267.

On December 13, 2011, the Board of Commissioners approved Amendment #5 to the Cooperative Agreement related to the Operation of the Community Assistance Center between the County, City of Reno and City of Sparks. Washoe County's share of the cost to support the Community Assistance Center for fiscal year 2011-2012 was approved at \$1,174,581.

On November 8, 2011, the Board of Commissioners received an update regarding the current request for proposal (RFP) for operation of the Community Assistance Center and action taken by the Transitional Governing Board.

On August 23, 2011, the Board of Commissioners took action to reject all bids for operation of the Community Assistance Center, extended the amended cooperative agreement between the City of Reno, the City of Sparks, and Washoe County through January 2012 (Amendment #4), and appointed one member and one alternate member to the Transitional Governing Board.

On August 9, 2011, the Board of Commissioners received an update on the Community Assistance Center including timeline and proposed process.

On June 28, 2011, the Board of Commissioners deferred the award of RFP #2774-11 for the operation and management of the Community Assistance Shelter. The Board requested that staff return to the Board for possible direction regarding the shelter services. The Board further approved an amended Cooperative Agreement with the City of Reno and City of Sparks for the extension of the current Agreement for the provision of homeless services at the Community Assistance Center for a period of sixty (60) days.

On May 10, 2011, the Board of Commissioners approved the referral of Community Assistance Center policymaking and oversight to the Shared Service Elected Officials Committee (SSEOC).

On June 23, 2009, the Board of Commissioners approved an Interlocal Agreement Amendment with the City of Reno, and the City of Sparks for the operation and provision of homeless services at the Community Assistance Center located at 315 Record Street in the amount of \$709,096 in cash and \$219,380 in-kind support (total \$928,476) for the County's portion, for Fiscal Year 2009-10.

On September 16, 2008, the Board of Commissioners approved an Interlocal Agreement with the City of Reno for the operation and provision of homeless services at the Community Assistance Center located at 315 Record Street in the amount of \$1,035,000 in cash and in-kind support for the County's portion, for Fiscal Year 2008-09.

On August 18, 2008, at the Joint Meeting the Board of County Commissioners, Reno City Council and the Sparks City Council approved the City of Reno as the lead entity for the operation of the Community Assistance Center, and directed staff to establish an Interlocal Agreement that would be effective through Jun 20, 2009.

On June 17, 2008, the Board of Commissioners directed the County Manager and staff to work together with the managers and staff of the City of Reno and the City of Sparks to develop recommendations regarding the operation of the Record Street site, for presentation at the next Joint Meeting on August 18, 2008.

On March 11, 2008, the Board of Commissioners directed staff to work with the City of Reno, the City of Sparks and other affected entities to identify a long-term funding strategy and to identify roles and responsibilities regarding contracting, oversight, and implementation of shelter operations.

On August 14, 2007, the Board of Commissioners approved funding support for the construction of the Family Shelter Building in the amount of \$1,200,000 to be paid over four years beginning in July of 2008, in increments of \$300,000 per year to be provided to the City of Reno.

On July 7, 2007, the Board of Commissioners discussed future funding of homeless shelter construction and operations costs, and provided direction for staff to bring before the Board of Commissioners an action item requested by the City of Reno for a

commitment of construction costs for the Family Shelter Building in the amount of \$1,200,000, to be paid over four years beginning in July of 2008.

On February 5, 2007 at the Joint Meeting the City of Reno, the City of Sparks and Washoe County together adopt Housing for All: A Plan to End Homelessness as the community's approach to ending homelessness and directed staff to take the steps necessary for implementation.

### **BACKGROUND**

Retroactive approval is requested for the Interlocal Agreement. The funding formula used to identify each entities financial contribution for the support and operation of the Community Assistance Center is based on property tax projections which were not finalized and verified until mid-June by the CAC Manager.

### **Community Assistance Center**

The Interlocal Cooperative Agreement for the operation of the Community Assistance Center (CAC) was put into place shortly following the completion of the construction of the Center in 2008. The overall purpose of the agreement was to provide a framework for the operations of the Center that both conformed to the needs of our local jurisdictions as well as meeting the requirements of our federal funders. Over the course of the last several years, there have been changes in this contract that are reflective of changes in federal regulations.

In order to effectuate recent changes, specifically in respect to the HEARTH Act, the Transitional Governing Board (TGB) took action in 2011. One of the first actions was to designate the City of Reno as the lead entity for FY 11/12 and FY 12/13. This designation was both to comply with the federal regulations as well as to support a Request for Proposal (RFP) to execute a competitive bidding process to identify a contractor to direct the operations of the center. The result of this RFP was the selection of Volunteers of America as the operators of the Center.

This agreement specifies the roles and responsibilities of each of the three jurisdictions (City of Reno, City of Sparks, and Washoe County) and outlines each jurisdiction's contributions, both monetary and in-kind in support of the Center. The agreement allows the jurisdictions to review and audit any functions or operations of the center and allows for direct participation in the governance of the center.

### **Overflow Shelter**

Historically, the community opens a Winter Overflow Shelter to accommodate individuals when the Volunteers of America shelters are full. This shelter historically operated November 1- March 31, and housed up to 100 people, however this has become a year around need within the indigent continuum of care.

### **FISCAL IMPACT**

Should the Board approve this agreement there will be no additional impact to the Human Services Agency's FY20 adopted budget as there is sufficient authority in cost center 221210 (Community Assistance) and GL# 710400 (Payments to Other Agencies).

Washoe County provides in-kind support through 6 funded positions comprised of 2 full-time case management positions, 2 Eligibility Certification Specialist positions, 1 Program Coordinator position, and 1 Office Assistant II position.

### **RECOMMENDATION**

Recommendation to approve the FY19/20 Interlocal Cooperative Agreement for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and City of Sparks retroactive for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed [\$3,952,811] with Washoe County's share being [\$2,759,584].

### **POSSIBLE MOTION**

Should the Board approve, a possible motion would be: "Move to approve the FY19/20 Interlocal Cooperative Agreement for Operation of the Community Assistance Center and Other Homeless Services Among the City of Reno, Washoe County and City of Sparks retroactive for the period of July 1, 2019 to June 30, 2020 in an amount not to exceed [\$3,952,811] with Washoe County's share being [\$2,759,584]."