



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *January 16, 2024*

DATE: Wednesday, January 10, 2024

TO: Board of County Commissioners

FROM: Dana Searcy, Division Director, Human Services Agency
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Ryan Gustafson, Agency Director, Human Services Agency
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THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to accept the SilverSummit Community Improvement funding in the amount of [\$75,000.00, \$50,532.00 county match] retroactive for the period of January 1, 2024 to December 31, 2024, to include authorizing the creation of a one (1) FTE Homeless Services Case Manager in the Housing & Homeless Services Division of the Human Services Agency, effective and contingent on Job Evaluation Committee (JEC) review and approval, with the recognition that if grant funding is reduced or eliminated, the position hours will be reduced and/or the position will be abolished accordingly unless additional funding is secured; and if approved authorize the Director of Human Services Agency to execute the award and related documents; direct the Human Resources Department to make the necessary staffing adjustments as evaluated by the Job Evaluation Committee (JEC), and direct the Comptroller's office to make the necessary budget amendments and net zero budget adjustment. (All Commission Districts.)

SUMMARY

Recommendation to accept the SilverSummit Community Improvement Fund in the amount of [\$75,000.00, \$50,532.00 county match] for the period of January 1, 2024 to December 31, 2024, to include authorizing the creation of a one (1) FTE Homeless Services Case Manager in the Housing & Homeless Services Division of the Human Services Agency, effective and contingent on Job Evaluation Committee (JEC) review and approval, with the recognition that if grant funding is reduced or eliminated, the position hours will be reduced and/or the position will be abolished accordingly unless additional funding is secured; and if approved authorize the Director of Human Services Agency to execute the award and related documents; direct the Human Resources Department to make the necessary staffing adjustments as evaluated by the Job Evaluation Committee (JEC), and direct the Comptroller's office to make the necessary budget amendments.

AGENDA ITEM # _____

Washoe County Strategic Objective supported by this item: Vulnerable Populations or Innovative Services

PREVIOUS ACTION

On April 19, 2022, the Board of County of Commissioners approved the Department's request to accept \$240,000 donated from the SilverSummit Health Plan in support of case management services for people experiencing homelessness.

On January 13, 2021, direction was provided by the BCC to include pursuing an expanded role in addressing the regional issue of homelessness in the Strategic Plan.

BACKGROUND

Tenancy Supportive Services (TSS) is a nationally recognized model to increase housing retention, improve health, create social connections, and enhance the quality of life of participants. Locally, the ERA 2 funded TSS program has produced impressive results with 100% housing retention some as long as one-year in duration since its implementation in August of 2021. TSS also allows for dedicated staff to case manage individuals that have transitioned to housing thus providing needed services and alleviating shelter staff who are charged with case management of emergency shelter participants.

This funding, along with the previously accepted SilverSummit donation, supports the creation of one (1) FTE Homeless Services Case Manager position in the Housing & Homeless Services Division of the Human Services Agency [estimated annual cost \$125,543]. This position will provide Tenancy Support Services (TSS) modeled after the proven TSS program funded by the Emergency Rental Assistance 2 (ERA 2) grant. Services will be provided to individuals who have transitioned from homelessness to a home through a County program (Our Place, Nevada Cares Campus, Washoe County Safe Camp, Crossroads) as well as justice involved cases embedded within Washoe County jails and detention centers. This will alleviate the burden of case managers at the emergency shelters whose task is to serve residents and will allow for dedicated case management for those that have successfully exited. The program seeks to increase housing retention, improve health, social connection and enhance the quality of life.

Combining two funding streams from the same resource creates a two-year timeframe for the FTE and provides a more attractive recruitment position, increases efficacy and impact.

GRANT AWARD SUMMARY

Project/Program Name: SilverSummit Community Investment Program

Scope of the Project: The funded case manager will provide tenancy support for individuals who have transitioned from homelessness to stable, independent housing. Home visits, follow-up phone calls, transportation to critical care appointments, referrals and connections to resources are included based on the needs of the individual.

Benefit to Washoe County Residents: The project will provide dedicated case management to individuals which will reduce instances of emergency services needs and will alleviate chronic emergency shelter needs. Tenancy Support Services address health disparities and barriers to housing stability.

On-Going Program Support: No

Award Amount: \$75,000.00

Grant Period: January 1, 2024 to December 31, 2024

Funding Source: SilverSummit Health Plan

Pass Through Entity: None

Assistance Listing #/CFDA: N/A

Grant ID Number: N/A

Match Amount and Type: \$50,532 in-kind match for salary and benefits

Sub-Awards and Contracts: N/A

FISCAL IMPACT

Should the board accept this grant award, the Human Services Agency Homelessness Fund (F223) FY24 adopted budget will be increased by \$75,000 in both revenues and expenditures in the following account:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 29049 -484195	Non-Gov't Grants	\$ 75,000.00
	Total Revenue	\$ 75,000.00
IO 29049 -701412	Salary Adjustment	\$ 50,000.00
-705360	Benefit Adjustment	\$ 25,000.00
	Total Expenditures	\$ 75,000.00
IO 29032 -701412	Salary Adjustment	\$ 108,000.00
-705360	Benefit Adjustment	\$ 72,000.00
-710500	Other Expense	(\$ 180,000.00)
	Net zero	\$ 0.00

This funding and the previously approved SilverSummit Health Plan donation in Internal Order 29032 will provide for two years funding of the created FTE. County match totaling \$50,532 is included in the adopted FY24 expense budget in the following cost

centers: \$40,425.60 in CC223000 – Homelessness and \$10,106.40 in CC223600 – Housing Admin.

As this award funds personnel, if grant funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

RECOMMENDATION

Recommendation to accept the SilverSummit Community Improvement funding in the amount of [\$75,000.00, \$50,532.00 county match] retroactive for the period of January 1, 2024 to December 31, 2024, to include authorizing the creation of a one (1) FTE Homeless Services Case Manager in the Housing & Homeless Services Division of the Human Services Agency, effective and contingent on Job Evaluation Committee (JEC) review and approval, with the recognition that if grant funding is reduced or eliminated, the position hours will be reduced and/or the position will be abolished accordingly unless additional funding is secured; and if approved authorize the Director of Human Services Agency to execute the award and related documents; direct the Human Resources Department to make the necessary staffing adjustments as evaluated by the Job Evaluation Committee (JEC), and direct the Comptroller's office to make the necessary budget amendments and net zero budget adjustment.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move accept the SilverSummit Community Improvement funding in the amount of [\$75,000.00, \$50,532.00 county match] retroactive for the period of January 1, 2024 to December 31, 2024, to include authorizing the creation of a one (1) FTE Homeless Services Case Manager in the Housing & Homeless Services Division of the Human Services Agency, effective and contingent on Job Evaluation Committee (JEC) review and approval, with the recognition that if grant funding is reduced or eliminated, the position hours will be reduced and/or the position will be abolished accordingly unless additional funding is secured; and if approved authorize the Director of Human Services Agency to execute the award and related documents; direct the Human Resources Department to make the necessary staffing adjustments as evaluated by the Job Evaluation Committee (JEC), and direct the Comptroller's office to make the necessary budget amendments and net zero budget adjustment."