



4.4

**APPROVED**  
BY THE CITY COUNCIL

DEPARTMENT OF  
NEIGHBORHOODS, PLANNING  
AND DEVELOPMENT SERVICES

CITY OF SACRAMENTO  
CALIFORNIA

**SEP 22 1998**

OFFICE OF THE  
CITY CLERK

1231 I STREET  
ROOM 300  
SACRAMENTO, CA  
95814-2998

PH 916-264-5381  
FAX 916-264-7185

September 11, 1998

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: RATIFICATION OF BOARD MEMBER NOMINATIONS TO THE  
SACRAMENTO COUNTY AND CITIES BOARD ON HOMELESSNESS**

**LOCATION:** City-wide, All Districts

**RECOMMENDATION**

It is recommended that City Council, by resolution: 1) ratify the appointments to the Sacramento County and Cities Board on Homelessness (SC&CBoH) contained in the attached nomination roster with changes, 2) approve the addition of two (2) Sacramento County Department of Human Assistance (DHA) positions to the SC&CBoH nomination roster, 3) approve the removal of the State Licensing and Facilities position from the nomination roster, 4) appoint a member of the City Council to serve on the SC&CBoH.

**CONTACT PERSONS:** Brian Richards, Project Manager, 874-3705  
Art Gee, Principal Planner, 264-5945

**FOR COUNCIL MEETING OF:** September 22, 1998

**SUMMARY**

This report requests that City Council take action in support of the Sacramento County and Cities Board on Homelessness (SC&CBoH) by approving the list of nominees agreeing to serve a two year commitment to the SC&CBoH board (attachment 1), with changes including the addition of two (2) DHA positions, and the removal of the State Licensing and Facilities position. In addition, the City is asked to appoint a City Council member to serve on the SC&CBoH board.

## BACKGROUND INFORMATION

- On February 25, 1997, City Council approved a white paper on the City's role and involvement in human service and educational issues. This report focused on human service and homeless issues. The white paper outlined the need for a more pro-active and collaborative role with the county, schools, and the community in developing human service policies, re-engineering human service systems, and evolving new programs as necessary.
- The Midtown Business Association sponsored local forums on homelessness in November 1996 and April and June 1997, attended by city and county staff, local business people, clergy, human service providers, and concerned citizens. The need for the forums to address issues of health and safety, program needs, and neighborhood concerns was recognized simultaneously by the Midtown Business Association, the religious community, and neighborhood groups. The forums were well attended and provided an opportunity for diverse participants to work together toward solutions. A core group continued to meet after the forums to compile a report. This report recommended the formation of a Regional Board on Homelessness, to be charged with developing a five-year consolidated plan to comprehensively address the overall system of funding and management of services and reduce the impacts of homelessness within the Sacramento region.
- The Sacramento City Council and the Sacramento County Board of Supervisors were asked to support the recommendations, create the regional board and jointly dedicate staff support. On December 2, 1997, the City Council adopted a motion of intent to support the recommendations with final action to occur after the County Board of Supervisor's review of the report. In February 1998, the Board heard the recommendations and adopted a motion of support with direction to County Staff to expand the neighborhood representation on the regional board and to have the nominations return to the Board of Supervisors for ratification. The same would occur for the City Council.
- On June 30, City Council passed a resolution adopting the values and principles regarding human service issues, supporting the recommendations and action plan contained in the homelessness report, directing staff to work to implement the action plan, agreeing to appoint a City Council member to serve in the regional board, and directing the City Manager to designate staff to jointly support the regional board with Sacramento County staff. The request was made at this time that the name "Regional Board on Homelessness" be changed in order to not include the word "regional", as the homeless board's members would be drawn from predominantly Sacramento County sources. Subsequently, a more appropriate name was composed by the community representatives: Sacramento County and Cities Board on Homelessness (SC&CBoH).
- The SC&CBoH Charter has designated eight (8) focus areas: 1) Case Management (**and Over Concentration**), 2) Emergency Food, 3) Public Safety, 4) Housing (**and Neighborhood Revitalization**), 5) Employment (**and Economic Development**), 6) Public/Mental/Physical Health, 7) Sobriety, 8) Homeless Veterans. Highlighted subject areas indicate terminology added by City Council. "Public Health" focus was added based on the input from the Human Services Coordinating Council. Impacts on elderly and children's issues will be addressed separately by each focus group.
- Based upon the composition of SC&CBoH that was approved by City Council, the project team sent recruitment letters to those organizations designated to have a member on SC&CBoH. Other positions were general, requiring an at-large member be chosen from several potential

organizations. In these cases, individuals were chosen that were identified as representing a large or diverse segment of the population. All nominations were then reviewed and screened by a Homeless Advisory Group, which consists of City and County staff, representatives from neighborhood associations, as well as members of the business community. During this process, two (2) DHA positions were added to the SC&CBoH board, as this department has oversight responsibility for homeless programs in Sacramento County. The State Licensing and Facilities position was removed due to the difficulty of finding a person with the breadth of knowledge required by this position. Instead, any information required by team members in this area will be sought out by the individual focus groups as an exterior resource and not an official team member.

- Upon review, the Advisory Group recommends that the City Council ratify the attached SC&CBoH board member nominees. The project team is still actively recruiting for positions that have not yet been filled. These positions include City Council and Board of Supervisor's members and a representative from the Chambers of Commerce/Economic Cabinet. Nominees have been asked to serve out a two-year commitment. In the event replacement is necessary, choice of nominees to fill vacated seats will be recruited by the SC&CBoH executive committee and submitted to the City Council for confirmation.
- The recommendations contained in this report are also being considered on September 22, 1998 by the Sacramento County Board of Supervisors. Staff will report the Board of Supervisor's action to the City Council.

#### **FINANCIAL CONSIDERATIONS**

Adoption of the resolution will have no impact on the general fund.

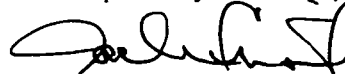
#### **POLICY CONSIDERATIONS**

The appointment of the nominated members and a City Council member to serve on SC&CBoH is consistent with the City Council's emphasis on organizational cooperation in addressing critical economic and quality of life issues that affect residents in the greater Sacramento area.

#### **MBE/WBE EFFORTS**

No goods or services being purchased.

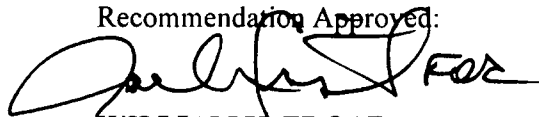
Respectfully submitted,



**JACK CRIST**

Deputy City Manager

Recommendation Approved:



**WILLIAM H. EDGAR**

City Manager

**APPROVED**  
BY THE CITY COUNCIL

**SEP 22 1998**

OFFICE OF THE  
CITY CLERK

**RESOLUTION NO. 98-487**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION RATIFYING BOARD MEMBER NOMINATIONS  
TO THE SACRAMENTO COUNTY AND CITIES  
BOARD ON HOMELESSNESS**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:**

The City Council ratifies the appointments to the Sacramento County and Cities Board on Homelessness (SC&CBoH) as contained in the attached nomination roster;

The City Council approves the addition of two (2) Sacramento County Department of Human Assistance positions to the SC&CBoH nomination roster;

The City Council approves the removal of the State Licensing and Facilities position from the nomination roster;

The City Council is to appoint a Council member to serve on the SC&CBoH.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

---

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**NOMINATION ROSTER**  
**for**  
**SACRAMENTO COUNTY AND CITIES BOARD ON HOMELESSNESS**

<b>Category</b>	<b>Name</b>	<b>Organization</b>
<u>Elected Officials</u>		
(1) County	Vacant at this time	
(1) City	Vacant at this time	
<u>Elected Officials from Neighboring Jurisdictions</u>		
(2) Selected in the future	Vacant at this time	
<u>Business/Employment</u>		
(1) SETA	Kathy Kossick	SETA, <b>Team Leader</b>
(1) Chambers of Commerce/Economic Cabinet	Vacant at this time	
(1) Downtown Partnership	Michael Ault	Downtown Sacramento Partnership
(1) Midtown Business Association	Dick Skelton	Midtown Business Association, <b>Co-Chair</b>
(1) Capitol Station District	Johan Otto	Capitol Station District
<u>Food</u>		
(1) CA Emergency FoodLink	John Healey	CA Emergency Food Link
(1) Hunger Commission	Donna Zick	Hunger Commission, <b>Team Leader</b>

<b>Category</b>	<b>Name</b>	<b>Organization</b>
<u>Neighborhood Association selected by SCAN</u>		
(3) City	Dale Kooyman	City, <b>Co-Team Leader/Case Management</b>
	Dennis Holliday	City
	Eva Harriman	City
(3) Unincorporated area (county)	George Burnash	County
	David Roberts	County
	Irene Williams	County
<u>Housing</u>		
(1) SHRA	Beverly Fretz-Brown	SHRA, <b>Team Leader</b>
(1) Homeless Shelter Provider	Gregory E. Hancock	Sacramento Cottage Housing Inc.
(1) Sacramento Housing Alliance	Stacie Clary	Sacramento Housing Alliance
<u>Mental Health/Sobriety</u>		
(1) DHHS	Jackie Hood	DHHS
(1) Mental Health Provider	Jane Ginsberg	TLCS, <b>Team Leader/Mental Health</b>
(1) Substance Abuse Provider	Heather Andrews	SAEHC, <b>Team Leader/Sobriety</b>
(1) Former Substance Abuse Consumer	Neal McAuliffe	Sacramento Veterans Resource Center

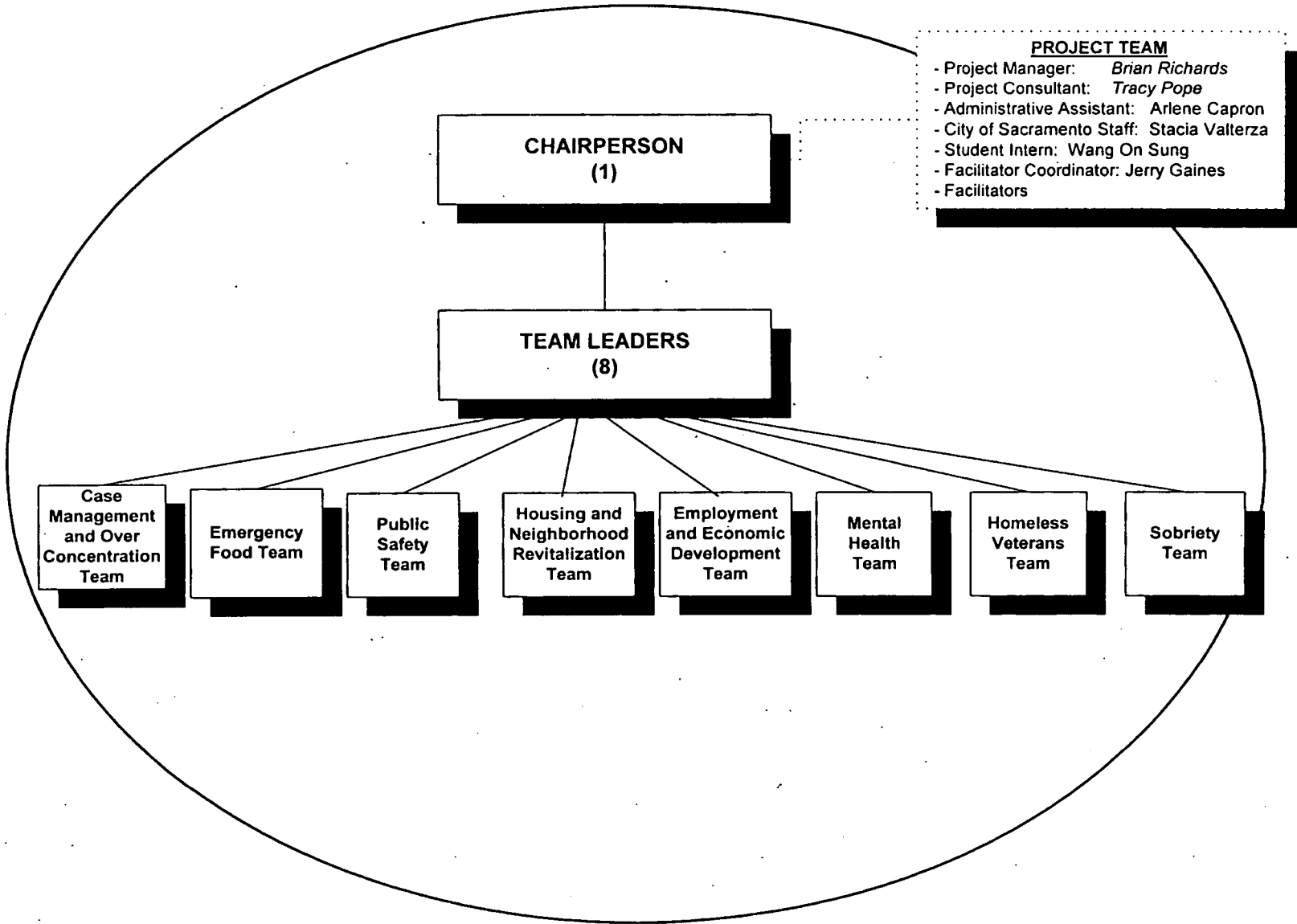
<b>Category</b>	<b>Name</b>	<b>Organization</b>
<u>Public Safety</u>		
(1) City	Matt Powers	Sacramento Police Dept.
(1) County	Phil Murphy	Sacramento County Sheriff's Department
	Shirley Dodge	Sacramento County Probation Department
<u>Religious Community</u>		
(1) Urban Clergy	Rev. Skip Herbert	Westminster Presbyterian Church & Interfaith Service Bureau
(1) Suburban Clergy	Rev. Sharon Sauer	Carmichael Presbyterian Church & Interfaith Service Bureau
<u>Sacramento County Department of Human Assistance</u>		
(1) Executive Level Management	Cheryl S. Davis	DHA, <b>Co-Chair</b>
(1) Homeless Program Representative	Jan Galloway	DHA, <b>Team Leader</b>
<u>Community Based Org. (Veterans Focus)</u>		
(1) Veterans Administration	Don Harper	Vietnam Veterans of California, <b>Team Leader</b>

<b>Category</b>	<b>Name</b>	<b>Organization</b>
<u>Homeless Consumer</u>		
(1) DHA Client Advisory Group	Betty Qualls	DHA Client Advisory Group
(2) Homeless or Formerly Homeless Consumers	Angelo Gama	Formerly Homeless (Aid-in-Kind/VOA)
	Stephanie Frisbie	Formerly Homeless (Mather Community Campus)



Item 4.4

# Sacramento County and Cities Board on Homelessness



**SACRAMENTO COUNTY AND CITIES BOARD ON HOMELESSNESS FACT SHEET**

<p><b>Overall Goal</b></p>	<p>Develop a five (5) year consolidated plan in order to comprehensively address the overall system of funding and management of services designed to mitigate and reduce homelessness within Sacramento County and Cities.</p>								
<p><b>Focus Areas</b></p>	<table border="0"> <tr> <td>➤ <i>Case Management and Over Concentration</i></td> <td>➤ <i>Emergency Food</i></td> </tr> <tr> <td>➤ <i>Housing and Neighborhood Revitalization</i></td> <td>➤ <i>Public Safety</i></td> </tr> <tr> <td>➤ <i>Employment and Economic Development</i></td> <td>➤ <i>Mental Health</i></td> </tr> <tr> <td>➤ <i>Homeless Veterans</i></td> <td>➤ <i>Sobriety</i></td> </tr> </table>	➤ <i>Case Management and Over Concentration</i>	➤ <i>Emergency Food</i>	➤ <i>Housing and Neighborhood Revitalization</i>	➤ <i>Public Safety</i>	➤ <i>Employment and Economic Development</i>	➤ <i>Mental Health</i>	➤ <i>Homeless Veterans</i>	➤ <i>Sobriety</i>
➤ <i>Case Management and Over Concentration</i>	➤ <i>Emergency Food</i>								
➤ <i>Housing and Neighborhood Revitalization</i>	➤ <i>Public Safety</i>								
➤ <i>Employment and Economic Development</i>	➤ <i>Mental Health</i>								
➤ <i>Homeless Veterans</i>	➤ <i>Sobriety</i>								
<p><b>Approach</b></p>	<ul style="list-style-type: none"> <li>➤ A draft written charter has been developed to help focus the Board's efforts.</li> <li>➤ A team consisting of a team leader and other board representatives will be formed to address each of the focus areas. Each team will report back at the periodic Board meetings (approx. every six weeks), so that collaboration can naturally occur.</li> <li>➤ Due to the size of the Board, decisions will generally be made within the executive committee (chairperson(s) and team leaders), with consultative input from each of the focus teams.</li> <li>➤ Phased project approach in accordance with established project timelines.</li> <li>➤ Use of tested/proven methodologies and tools to facilitate planning, data collection, analysis, and design of substantiated recommendations.</li> <li>➤ Quality facilitators will be provided to the Board and each of the focus teams to assist them in achieving desired outcomes.</li> <li>➤ A project team consisting of a Project Manager, Project Consultant, Administrative Assistant, part-time City of Sacramento staff person, as well as a part-time student intern will support and coordinate the overall efforts of the Board.</li> </ul>								
<p><b>Board Composition</b></p>	<p>The Board will have approximately 33 representatives from the following organizations:</p> <ul style="list-style-type: none"> <li>✓ <i>Elected Officials</i> (1-County; 1-City)</li> <li>✓ <i>Elected Officials from Neighboring Jurisdictions</i> (2 / selected at an appropriate time in the future)</li> <li>✓ <i>Business/Employment Section</i> (1-SETA; 1-Chambers of Commerce / not filled at this time; 1-Downtown Partnership; 1-Midtown Business Association)</li> <li>✓ <i>Neighborhood Associations</i> (3-from the city, 3-from the county, selected by Suburban Neighborhood Associations (SCAN))</li> <li>✓ <i>Housing</i> (1-SHRA; 1-Homeless Shelter Provider; 1-Sacramento Housing Alliance)</li> <li>✓ <i>Food</i> (1-CA Emergency Food Link; 1-Hunger Commission)</li> <li>✓ <i>Mental Health/Sobriety</i> (1-DHHS; 1-Mental Health Provider; 1-Substance Abuse Service Provider; 1-Former Substance Abuse Consumer)</li> <li>✓ <i>Public Safety</i> (3-Criminal Justice Cabinet to recommend one representative from the City and two representatives from the County)</li> <li>✓ <i>Religious Community</i> (1-Urban and 1-Suburban Clergy)</li> <li>✓ <i>State Government</i> (1-Licensing and Facilities / not filled at this time)</li> <li>✓ <i>U.S. Government</i> (1-Veterans Administration)</li> <li>✓ <i>Homeless Consumer</i> (1-DHA Client Advisory Group; 2-Homeless or Formerly Homeless)</li> </ul>								

<b>Chairperson's Role</b>	Provides leadership and direction for Board and focus teams. Meets regularly with executive committee in order to make decisions when consensus can not be reached within the Board at large. Works closely with Project Manager to manage overall efforts of the Board. Chairs Board meetings.
<b>Team Leader's Role</b>	Provides leadership and direction for a particular focus team. Coordinates team efforts with chairperson(s), other team leaders, and project team staff.
<b>Team Member's Role</b>	<ul style="list-style-type: none"> <li>✓ Provides subject matter expertise input</li> <li>✓ Participates in Board and team meetings</li> <li>✓ Collects and analyzes data</li> <li>✓ Develops recommendations</li> <li>✓ Prepares written and verbal reports</li> <li>✓ Assists Team Leaders</li> <li>✓ Ability to serve a <i>two year appointment</i> and attend Board meetings (approximately every six weeks), as well as bi-monthly focus team meetings (<i>time commitment of approximately 7-10 hours per month</i>)</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>✓ Reports are currently being submitted to the County Board of Supervisors and Sacramento City Council for ratification of Board members</li> <li>✓ Currently, facilitators are being trained to support the 8 focus teams associated with the Board</li> <li>✓ Board members will attend their first meeting/orientation session tentatively scheduled for late October, 1998</li> </ul>
<b>Note</b>	The structure of the Board is designed to be flexible. It is anticipated that once the Board begins to meet that members may decide to modify the structure and further refine the focus areas.

**Regional Board on Homelessness  
DRAFT Timeline**

	9/98	10/98	11/98	12/98	01/99	02/99	03/99	04/99	05/99	06/99	07/99	08/99	09/99	10/99	11/99	12/99	01/00	02/00	03/00	04/00	05/00	06/00	07/00	08/00	09/00	10/00	11/00	12/00	01/01	02/01	03/01	04/01	05/01	06/01	07/01	08/01	09/01	10/01	11/01	12/01	01/02	02/02
<b>PHASE I - DATA COLLECTION (6 Months)</b> <ul style="list-style-type: none"> <li>Develop Data Collection Matrix of Services (listing of service providers, svcs. provided, population served, level of staffing, source of funding, etc.)</li> <li>Collect Data and Complete Matrix (Note: an initial listing of existing services will be provided)</li> <li>Develop Inventory of Various Committees, Councils, Task Forces/Groups Dealing With Homelessness and collaborate with these groups as appropriate</li> <li>Possibly Develop Survey Instrument and Conduct Random Sampling</li> </ul>																																										
<b>PHASE II - DATA ANALYSIS (6 Months)</b> <ul style="list-style-type: none"> <li>Identify Overlapping Services</li> <li>Identify Trends</li> <li>Identify Service Gaps</li> <li>Identify Effectiveness of Services Provided</li> </ul>																																										
<b>COMPREHENSIVE ANNUAL STATUS REPORT DUE TO BOARD OF SUPERVISORS/CITY COUNCIL</b>																																										
<b>PHASE III - DEVELOP SOLUTIONS (8 Months)</b> <ul style="list-style-type: none"> <li>Develop Solutions For Sub-Group Focus Areas</li> <li>Conduct "Pilot" Projects Where Appropriate/Analyze Results</li> </ul>																																										
<b>PHASE IV - DEVELOP PLAN (9 Months)</b> <ul style="list-style-type: none"> <li>Develop Comprehensive 5 Year Regional Plan on Homelessness</li> <li>Present Plan to Board of Supervisors/City Council</li> </ul>																																										
<b>PHASE V - IMPLEMENT REGIONAL PLAN (1 Year)</b>																																										
<b>PHASE VI - EVALUATE/RE-TOOL (6 Months)</b>																																										
<b>MISCELLANEOUS (1 Year)</b> <ul style="list-style-type: none"> <li>Research/Obtain Additional Funding to Staff Board</li> </ul>																																										
<b>LEGEND</b> <ul style="list-style-type: none"> <li>▲ Status Report Provided to Board of Supervisors/City Council</li> <li>● Input Obtained From Community/Stakeholder</li> <li>◆ Milestone</li> </ul>	<b>KEY DATES</b>			3/99 — Phase I - Data Collection Completed 8/99 — Phase II - Data Analysis Completed 9/99 — Annual Comprehensive Status Report to BOS/CC 2/00 — Phase III - Develop Solutions Completed	10/00 — Phase IV - Develop 5 Year Regional Plan Completed/ Plan Presented to BOS/CC 11/00 to 11/01 — Phase V - Initial Regional Plan Implemented 2/02 — Phase VI - Evaluation Period Completed																																					