Date: December 17, 2018

To: The Homeless Strategy Committee

From: Richard H. Llewellyn, Jr., City Administrative Officer

Reference: State of California Homeless Emergency Aid Program

Subject: Homeless Emergency Aid Program (HEAP) Funding Requests December 2018

SUMMARY

This is the second report on the City’s $85,013,607 State of California Homeless Emergency Aid Program (HEAP) grant award. The City executed the grant agreement with the State on October 3, 2018, and received the funds on October 22, 2018. The grant has strict commitment and expenditure deadlines: 50 percent of funds must be obligated by January 1, 2020 and 100 percent must be expended by June 30, 2021. This report provides new funding recommendations and a proposed wait list for unfunded requests.

RECOMMENDATIONS

That the Homeless Strategy Committee review and forward the following recommendations to the City Council for consideration:

1. Reserve the following funding to ensure the construction of all the A Bridge Home sites under consideration:

   a. The remaining balance of $25,749,778 in HEAP Activity Category 1;
   b. The remaining balance of $3,513,921 remaining in the HEAP Activity Category 3;
   c. $1,330,178 for the A Bridge Home project at 1420 Paloma Avenue from HEAP Activity Category 2;
   d. The remaining balance of $11,775,869 in the General City Purposes Fund 100/56, Crisis and Bridge Housing fund; and
   e. The remaining balance of $3,239,963 in the Unappropriated Balance Fund No. 100/58, Homeless Services Program.

2. Approve the following funding from the Homeless Emergency Aid Program grant:

   a. $3,741,901 from Activity Category 1 – Capital and Operating Support – A Bridge
Home:
  i. $423,000 to supplement Los Angeles County Measure H funding for operating costs at the Schrader Boulevard A Bridge Home site through June 30, 2020;
  ii. $318,901 for one-time Furniture, Fixtures and Equipment costs at the Schrader Boulevard A Bridge Home site;
  iii. $2,300,000 for the Los Angeles LGBT Center’s McCadden Plaza Senior Housing Project; and
  iv. $700,000 for Aviva Family and Children’s Services to establish 44 bridge housing beds for female transition aged youth who are homeless or at risk of homelessness.

b. $4,567,946 from Activity Category 2 – Capital and Operating Skid Row:
  i. $201,250 for rental costs for modular trailer buildings at the El Pueblo A Bridge Home site through September 2021;
  ii. $75,000 for one-time Furniture, Fixtures and Equipment costs at the El Pueblo A Bridge Home site;
  iii. $1,941,296 to continue and expand the Pit Stop Program in Skid Row, including adding one (1) additional site and a dedicated mobile shower;
  iv. $350,400 the Downtown Women’s Center to establish 24 overnight shelter beds for women in Skid Row for 12 months; and
  v. $2,000,000 to add a new sidewalk sweeping and litter abatement program in Skid Row through June 30, 2020.

c. $7,898,325 from Activity Category 3 – Capital, Operating, and Services – Citywide:
  i. $4,953,757 to continue and expand the Pit Stop Program in parts of the City outside of Skid Row, including adding six (6) new Mobile Pit Stops and mobile shower services through June 30, 2020;
  ii. $400,000 for a modular hygiene trailer at the CD 2 Sherman Way Navigation Center;
  iii. $450,000 to continue Multi-Disciplinary Team operations in Council District 8 through June 30, 2020;
  iv. $340,000 to add a new Multi-Disciplinary Team in Council District 9 for 12 months;
  v. $1,100,000 to provide dedicated case management and coordination services for families living in hotels along Sepulveda Boulevard in Council Districts 6 and 7 for 12 months;
  vi. $114,568 to support expanding the capacity of North Valley Caring Services to serve homeless families in Council Districts 6 and 7 for 12 months; and
  vii. $540,000 for the Los Angeles Homeless Services Authority to place eight (8) diversion/rapid resolution specialists at City FamilySource Centers for two (2) years.

d. $981,088 from Activity Category 4 – Youth Set-Aside:
  i. $981,088 for Aviva Family and Children’s Services to establish 44 bridge
housing beds for female transition aged youth who are homeless or at risk of homelessness.

e. $1,011,948 from Activity Category 5 – Administrative Costs:

   i. $152,948 to the Los Angeles Homeless Services Authority for costs associated with funds that this agency will administer;
   ii. $315,000 for the Board of Public Works to support the administration of the Pit Stop Program and Skid Row sidewalk sweeping program through June 30, 2020; and
   iii. $544,000 for the Mayor’s Office to support three (3) new positions for two (2) years.

3. Approve $852,245 from the General City Purposes Fund No.100/56, Crisis and Bridge Housing, to fund the following:

   a. $352,245 to support a contract with Aviva Family and Children’s Services to establish 44 new bridge housing beds for female transition aged youth (TAY) who are homeless or at risk of homelessness; and
   b. $500,000 to establish a maintenance fund for all A Bridge Home sites for three (3) years; and

4. Approve the use of $660,000 in savings from the Los Angeles Homeless Services Authority’s Fiscal Year 2016-17 General Fund allocation to support eight (8) diversion/rapid resolution specialists placed at City FamilySource Centers for two (2) years.

5. Instruct the General Manager, Housing and Community Development Department, or designee to:

   a. Amend Contract C-131969 with the Los Angeles Homeless Services Agency to reflect the following additional services and funding described in this report:
      i. Downtown Women’s Center - $350,400
      ii. The People Concern (A Bridge Home – El Pueblo) - $75,000
      iii. Homeless Outreach Program Integrated Care System - $790,000
         1. Continue Multi-Disciplinary Team in Council District 8 - $450,000
         2. Establish a new Multi-Disciplinary Team in Council District 9 for 12 months - $340,000;
      iv. North Valley Caring Services - $114,568
      v. Diversion/rapid resolution specialists at City FamilySource Centers - $1,200,000;
      vi. Los Angeles Homeless Services Authority administrative costs associated with funding for diversion/rapid response specialists and the programs in Council Districts 6, 7, 8 and 9 - $152,948; and
   b. Amend the contract with Los Angeles LGBT Center to include $2,300,000 for the McCadden Senior Housing Project.

6. Authorize the City Administrative Officer to enter into a contract with Aviva Family and Children’s Services in the amount of $2,033,333 to support the rehabilitation of the building
at 1701 Camino Palermo St. to establish 44 bridge housing beds for female transition aged youth (TAY) who are homeless or at risk of homelessness.

7. Authorize the establishment of the attached HEAP wait list for funding that may become available.

8. Authorize the City Administrative Officer, or designee, to prepare Controller’s instructions or make any technical and/or accounting corrections or clarifications to the above instructions in order to effectuate the intent of this report, and authorize the Controller to implement these instructions.

BACKGROUND

In October 2018, the Homeless Strategy Committee (HSC) approved $4.3 million in HEAP funds, which had been approved in previous Council actions, and recommended $2.1 million in additional funding (C.F. 18-0628). The current HEAP grant balance is $78.6 million, as outlined in Table 1.

<table>
<thead>
<tr>
<th>Activity Category</th>
<th>Total Amount Allocated</th>
<th>Funds Committed</th>
<th>Uncommitted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Capital and Operating Support – A Bridge Home</td>
<td>$45,000,000.00</td>
<td>$5,693,310.00</td>
<td>$39,306,690.00</td>
</tr>
<tr>
<td>2 Capital and Operating Support – Skid Row</td>
<td>20,000,000.00</td>
<td>0.00</td>
<td>20,000,000.00</td>
</tr>
<tr>
<td>3 Capital, Operating, Services - Citywide</td>
<td>11,512,246.30</td>
<td>100,000.00</td>
<td>11,412,246.30</td>
</tr>
<tr>
<td>4 Youth Set-Aside</td>
<td>4,250,680.35</td>
<td>450,000.00</td>
<td>3,800,680.35</td>
</tr>
<tr>
<td>5 Administrative Costs</td>
<td>4,250,680.35</td>
<td>135,678.00</td>
<td>4,115,002.35</td>
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<tr>
<td>Total</td>
<td>85,013,607.00</td>
<td>$6,378,988.00</td>
<td>$78,634,619.00</td>
</tr>
</tbody>
</table>

HEAP Funding Requests
The City Administrative Officer (CAO) received a total of $73.7 million in HEAP funding requests from Council Offices, the Mayor’s Office, City departments and the Los Angeles Homeless Services Authority (LAHSA) for funds from HEAP Activity Category 2 ($7.3 million), Category 3 ($60.2 million), Category 4 ($3.8 million) and Category 5 ($2.4 million). In addition, Council motions have been issued to assess the feasibility of 22 sites for crisis and bridge housing under the A Bridge Home Program for an estimated cost of $81.1 million; this program is addressed in the section below.

PRIORITIZATION OF HEAP REQUESTS

Unfortunately, HEAP funding requests far exceed the available resources. In reviewing these requests, this Office met with each Council Office, City department and LAHSA to clarify their requests. We analyzed each request to identify themes and common objectives to identify efficiencies and opportunities to leverage other sources. As a result of this analysis, we recommend
prioritizing HEAP requests to provide interim housing beds, hygiene services, multi-disciplinary specialized outreach, and services to homeless families, as described below.

A Bridge Home Program
The City’s highest priority is providing interim housing beds for unsheltered persons experiencing homelessness. Therefore, we recommend reserving sufficient HEAP funds to ensure that the City is able to construct all of the A Bridge Home sites currently under consideration before allocating these funds for other uses.

A total of $75 million has been approved in three funds for new crisis and bridge housing facilities. These include:

- $45 million for capital and operating support for crisis and bridge housing and capital for permanent housing in HEAP Category 1 – Capital and Operating Support – A Bridge Home;
- $20 million allocated to the Crisis and Bridge Housing Fund in the Fiscal Year (FY) 2018-19 budget General City Purposes (GCP) fund; and
- $10 million for Homeless Services, including but not limited to crisis and bridge housing, in the FY 2018-19 budget Unappropriated Balance (UB).

As of December 12, 2018, 13 Council Offices have introduced Motions to assess the feasibility of 22 sites for crisis and bridge housing. The total cost to construct these sites is $81.1 million. To date, $29.6 million has been approved or is pending approval from these sources as described in Table 2.

### Table 2. Approved and Pending Funds for A Bridge Home Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Council District</th>
<th>Total Cost</th>
<th>A Bridge Home Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>HEAP Category 1</td>
</tr>
<tr>
<td>BOE ABH Pre Development Costs</td>
<td>Multiple</td>
<td>$3,870,000</td>
<td>$1,600,000</td>
</tr>
<tr>
<td>GSD Equipment</td>
<td>Multiple</td>
<td>238,460</td>
<td>238,460</td>
</tr>
<tr>
<td>Expand Pit Stop Program</td>
<td>14</td>
<td>420,000</td>
<td>0</td>
</tr>
<tr>
<td>VA West LA Campus</td>
<td>11</td>
<td>2,184,989</td>
<td>2,184,989</td>
</tr>
<tr>
<td>1920 3rd St</td>
<td>1</td>
<td>1,315,554</td>
<td>0</td>
</tr>
<tr>
<td>5965 St. Andrews Place</td>
<td>8</td>
<td>4,642,535</td>
<td>3,000,000</td>
</tr>
<tr>
<td>100 Sunset</td>
<td>11</td>
<td>5,000,000</td>
<td>815,011</td>
</tr>
<tr>
<td>2316 Imperial</td>
<td>15</td>
<td>5,242,512</td>
<td>3,000,000</td>
</tr>
<tr>
<td>1533 Schrader Blvd. (Construction)</td>
<td>13</td>
<td>3,003,194</td>
<td>1,669,861</td>
</tr>
<tr>
<td>12669 Arroyo St (Sylmar Armory)</td>
<td>7</td>
<td>3,723,000</td>
<td>3,000,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$29,640,244</strong></td>
<td><strong>$15,508,321</strong></td>
</tr>
</tbody>
</table>

The actions in Table 2 result in a remaining balance of $45.4 million for the three A Bridge Home funding sources. The current estimate to complete the pending sites is $51.5 million. In addition to
remaining funds from the three A Bridge Home sources, this Office recommends that these sites be funded with $1,609,428 from HEAP Category 2 – Capital and Operating Support – Skid Row (Category 2), $3,513,921 from Category 3 – Capital, Operating, and Services – Citywide (Category 3), and $981,088 from Category 4 – Youth Set-Aside (Category 4). Table 3 summarizes these recommendations.

Table 3. Pending A Bridge Home Costs and Recommended Funding

<table>
<thead>
<tr>
<th>Project</th>
<th>Council District</th>
<th>C.F.</th>
<th>Total Estimated Cost</th>
<th>HEAP Category 1</th>
<th>GCP</th>
<th>UB</th>
<th>HEAP Category 2 - Skid Row</th>
<th>HEAP Category 3 - Citywide</th>
<th>HEAP Category 4 - Youth Set-Aside</th>
</tr>
</thead>
<tbody>
<tr>
<td>499 and 503 N. San Fernando Road</td>
<td>1</td>
<td>18-1221</td>
<td>$3,000,000</td>
<td>$3,000,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>11471 Chandler</td>
<td>2</td>
<td>18-0357</td>
<td>3,300,000</td>
<td>3,000,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>300,000</td>
<td>0</td>
</tr>
<tr>
<td>7600 Tyrone Ave</td>
<td>2</td>
<td>18-0357</td>
<td>5,000,000</td>
<td>3,966,667</td>
<td>1,033,333</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>7621 Canoga Ave</td>
<td>3</td>
<td>18-0820</td>
<td>4,000,000</td>
<td>3,000,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,000,000</td>
<td>0</td>
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<td>741 S. Gayley Ave</td>
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<td>18-0841</td>
<td>3,000,000</td>
<td>3,000,000</td>
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<tr>
<td>2817 S. Hope St</td>
<td>9</td>
<td>18-0750</td>
<td>4,775,286</td>
<td>3,000,000</td>
<td>1,333,333</td>
<td>441,953</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>5874 Miramonte</td>
<td>9</td>
<td>18-1191</td>
<td>5,000,000</td>
<td>0</td>
<td>3,295,282</td>
<td>1,704,718</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>625 La Fayette Pl.</td>
<td>10</td>
<td>18-0392</td>
<td>5,500,000</td>
<td>3,000,000</td>
<td>2,166,667</td>
<td>0</td>
<td>333,333</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>1819 S. Western Ave</td>
<td>10</td>
<td>18-0392</td>
<td>1,500,000</td>
<td>0</td>
<td>1,333,333</td>
<td>0</td>
<td>166,667</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>1420 Paloma Ave</td>
<td>14</td>
<td>18-1138-S37</td>
<td>1,333,178</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1,333,178</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>515 N. Beacon St.</td>
<td>15</td>
<td>18-0651</td>
<td>4,461,242</td>
<td>3,154,029</td>
<td>0</td>
<td>593,292</td>
<td>713,921</td>
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<tr>
<td>828 Eubank Ave.</td>
<td>15</td>
<td>18-0651</td>
<td>4,743,003</td>
<td>629,082</td>
<td>2,613,921</td>
<td>500,000</td>
<td>1,000,000</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Capital Costs for Projects to be Constructed by Private Sponsors

<table>
<thead>
<tr>
<th>Project</th>
<th>Council District</th>
<th>C.F.</th>
<th>Total Estimated Cost</th>
<th>HEAP Category 1</th>
<th>GCP</th>
<th>UB</th>
<th>HEAP Category 2 - Skid Row</th>
<th>HEAP Category 3 - Citywide</th>
<th>HEAP Category 4 - Youth Set-Aside</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aviva Family and Children's Services</td>
<td>4</td>
<td>18-1180</td>
<td>2,033,333</td>
<td>700,000</td>
<td>352,245</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>981,088</td>
</tr>
<tr>
<td>McCadden Seniors</td>
<td>4</td>
<td>18-0345-S7</td>
<td>2,300,000</td>
<td>2,300,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

A Bridge Home Maintenance, Schrader and El Pueblo FFE

<table>
<thead>
<tr>
<th>Project</th>
<th>Council District</th>
<th>C.F.</th>
<th>Total Estimated Cost</th>
<th>HEAP Category 1</th>
<th>GCP</th>
<th>UB</th>
<th>HEAP Category 2 - Skid Row</th>
<th>HEAP Category 3 - Citywide</th>
<th>HEAP Category 4 - Youth Set-Aside</th>
</tr>
</thead>
<tbody>
<tr>
<td>El Pueblo Trailer Rental through 2021</td>
<td>14</td>
<td>18-0044</td>
<td>201,250</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>201,250</td>
<td>0</td>
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<tr>
<td>El Pueblo FFE</td>
<td>14</td>
<td>18-0044</td>
<td>75,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>75,000</td>
<td>0</td>
</tr>
<tr>
<td>1533 Schrader Blvd. (Services)</td>
<td>13</td>
<td>18-0352</td>
<td>423,000</td>
<td>423,000</td>
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<td>1533 Schrader Blvd. (FFE)</td>
<td>13</td>
<td>18-0352</td>
<td>318,901</td>
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<td>ABH Site Maintenance</td>
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<td>500,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
</tbody>
</table>

Total |

$51,464,193 $29,491,679 $12,628,114 $3,239,963 $1,609,428 $3,513,921 $981,088
Hygiene Services
73% of the City’s homeless population is unsheltered and vulnerable to illness, such as Hepatitis A, due to the lack of access to clean, safe bathrooms and showers. After reserving the funds for A Bridge Home construction costs, we recommend prioritizing HEAP funding to continue and expand City hygiene services. The Pit Stop program was designed to reduce vulnerability by placing bathroom attendants along with mobile bathrooms or at automatic public toilets where there are concentrations of unsheltered persons experiencing homelessness and where County Department of Public Health data indicated a lack of consistent restroom access. Additionally, the Pit Stop program serves as a re-entry jobs program by employing formerly incarcerated individuals, paying a living wage and supporting their successful adjustment to living independently.

Since the program began operating in March 2018, the average daily usage across all 11 current sites has increased from 58 in the first month to 94 in November 2018. For sites based at automatic public toilets, the average daily usage has increased by 120%.

Multi-Disciplinary Teams
Unsheltered persons experiencing homelessness often do not seek services until they have been contacted multiple times by outreach workers. The requirement to travel long distances can also serve as a barrier to accessing services needed to stabilize and begin the process of obtaining permanent housing. Multi-Disciplinary Teams (MDTs) are outreach teams that include a general outreach worker, a nurse practitioner, psychiatric social worker, substance abuse specialist and a person with lived experience. These teams have been shown to be effective in overcoming barriers to accessing services because they can provide specialized assistance to unsheltered homeless persons as it is needed in the field, as well as connecting them to other services they need.

Services for Homeless Families
According to the 2018 Point in Time (PIT) Homeless Count, financial hardship is the cause of approximately 46% of new homelessness. LAHSA advises that many newly homeless households could resolve their homelessness with light-touch supportive services and/or financial assistance at or before entering the homeless services system. Further, while the PIT reported a 6% decrease in homelessness in the City in 2018, the number of individuals in homeless families increased by 13% and demand for services for families is currently overwhelming homeless service providers and exceeds the amount of funding available.

FUNDING RECOMMENDATIONS

This report recommends $19,713,453 in funding based on the priorities outlined above.

1. A Bridge Home
   a. HEAP Activity Category 1 – Capital and Operating Support – A Bridge Home - $3,741,901:
      i. $741,901 for the Schrader Boulevard A Bridge Home project to supplement Los Angeles County Measure H funding for operating funds through June 30, 2020 ($423,000) and for furniture, fixtures and equipment costs at the site ($318,901);
ii. $2,300,000 for the Los Angeles LGBT Center for the McCadden Senior Plaza Housing Project. These funds are needed to support a funding supplement a Proposition HHH allocation to this project; and
iii. $700,000 for Aviva Family and Children’s Services to establish 44 bridge housing beds for female transition-aged females (TAY) who are homeless or at risk of homelessness.

b. HEAP Activity Category 2 – Capital and Operating Support – Skid Row- $276,250:
   i. $276,250 for the A Bridge Home facility currently operating at the El Pueblo de Los Angeles Historical Monument to support continued trailer rental costs through 2021 ($201,250) and additional furniture and equipment (FFE) needs ($75,000).

c. HEAP Activity Category 4 – Youth Set-Aside - $981,088
   i. $981,088 for Aviva Family and Children’s Services to rehabilitate their building at 1701 Camino Palermo St. in Council District (CD) 4 to establish 44 bridge housing beds for female transition aged youth (TAY) who are homeless or at risk of homelessness.

d. General City Purposes - Crisis and Bridge Housing Fund- $852,245
   i. $352,245 from this fund for Aviva Family and Children’s Services as described in c above; and
   ii. $500,000 to establish a fund for the City General Services Department to maintain all the A Bridge Home sites for up to three (3) years.

2. Continue and Expand the Pit Stop Program - $6,895,053
   $6,895,053 from Category 2 and Category 3 for the Board of Public Works to continue and expand hygiene services for unsheltered persons experiencing homelessness throughout the City through June 30, 2020 (Attachment 1). $1,941,296 of this amount is recommended from Category 2 to support these services in Skid Row. The remaining $4,953,757 is recommended from Category 3 for the balance of the City.

These funds will support continued operations for the Pit Stop program at the current 11 sites in CD’s 9, 11, 13, 14 and 15 and add six new sites: two (2) in CD 1 (Attachment 2); one (1) in CD 9; two (2) in CD 13 (Attachment 3); and one (1) in Skid Row in CD 14. The added location in Skid Row was requested by the Los Angeles Police Department (Attachment 4).

$1,219,688 of the recommended amount will add mobile shower services to the program. The County of Los Angeles has offered to make up to four (4) mobile shower trailers available to be operated by the Pit Stop provider at program locations. The provider will operate two (2) showers in the first year. One (1) shower will be dedicated to the Skid Row area and one will operate between the remaining Pit Stop locations throughout the City. Two (2) additional mobile shower trailers will be added in the second year to increase the frequency of service in areas outside of Skid Row. In response to the Bureau of Sanitation’s HEAP request, we recommend that that the Board of Public works work with the Bureau of Sanitation in the second year to deploy mobile shower services in coordination with Clean
Streets Los Angeles encampment clean-ups.

Currently, a non-profit organization (Hunters Point Family) operates the Pit Stop program through a contract which expires in August 2019. The Board of Public Works, which administers this contract, will conduct a request for proposals (RFP) to identify the ongoing contractor for all of these services in time for services to continue under the new contract in September 2019.

3. **Mobile Hygiene Trailer at the CD 2 Sherman Way Navigation Center - $400,000**
   $400,000 is recommended from Category 3 to pay for a modular hygiene trailer at the CD 2 Sherman Way Navigation Center (Attachment 5). These funds will leverage Proposition HHH funds allocated to this project in the amount of $2,641,000. The project is being constructed on land owned by the Los Angeles Department of Water and Power (LADWP), which requires that the hygiene facility be able to be moved in the event that maintenance of power lines over the site is required. Moveable facilities, such as this hygiene trailer are not eligible for Proposition HHH funding. As such, these HEAP funds are needed to ensure the project can be completed.

4. **Multi-Disciplinary Teams in CDs 8 and CD 9 - $790,000**
   $790,000 is recommended from Category 3 to continue funding for a current multi-disciplinary team (MDT) in CD 8 ($450,000, Attachment 6) and to add a new team in CD 9 ($340,000, Attachment 7). MDTs are outreach teams that include a general outreach worker, a nurse practitioner, psychiatric social worker, substance abuse specialist and a person with lived experience. These teams have been shown to be effective in providing specialized assistance to unsheltered homeless persons in the field.

   The current CD 8 MDT needs $110,000 to continue operating through the end of FY 2018-19 and an additional $340,000 to operate through the end of FY 2019-2020. Funding for the new CD 9 MDT will support the new team for 12 months.

5. **Services for homeless families in CD 6 and CD 7 - $1,214,568**
   Funding in the amount of $1,214,568 is recommended from Category 3 in response to requests from CD 6 and 7 to provide dedicated case management and coordination services for families living in hotels along Sepulveda Boulevard, between CD 6 and 7 for 12 months ($1,100,000, Attachment 8) and to support expanding the capacity of North Valley Caring Services to serve these families ($114,568, Attachment 9).

6. **Expand prevention and diversion specialists at City FamilySource Centers - $540,000**
   $540,000 from Category 3 to the Los Angeles Homeless Services Authority to expand a pilot program that will place eight (8) diversion/rapid resolution specialist at City FamilySource Centers for two (2) years (Attachment 10). Diversion/rapid resolution specialists will assist newly homeless FamilySource Center clients to access these services in an effort to quickly resolve their homelessness, and avoid the need for them to access more intensive homeless services for families, which are limited and extremely over-subscribed. These eight (8) resolution specialists can either be assigned to the most impacted Centers and/or to those less impacted on a part-time basis. This program also supports Recommendation 5 above,
as the San Fernando Valley has seen a major increase in family homelessness. $660,000 in LAHSA savings is available from City General Funds allocated FY 2016-17, from LAHSA’s recapture of dis-allowed costs from sub-recipients, to supplement this allocation for a total of $1,200,000.

7. **Other Homeless Services - Capital and Operating Support – Skid Row - Category 2 - $2,350,400**
   - $350,400 to establish 24 new overnight, trauma-informed, crisis housing beds for women at the Downtown Women’s Center in Skid Row for 12 months (Attachment 11); and
   - $2,000,000 to establish a new, daily sidewalk sweeping and litter abatement program Skid Row through June 30, 2020. This program will be based on similar services in the City of San Francisco and can be quickly established by piggybacking on the San Francisco Department of Public Works’ contract with Hunters Point Family for this program. We recommend that the Board of Public Works include this program in the scope of work for the planned Pit Stop program RFP so that these services can continue under the resulting contract in September 2019.

8. **Administrative Costs (Category 5) - $1,011,948**
The administrative set-aside for HEAP is extremely restrictive at five (5) percent of the total grant. Under this category, we recommend the following:
   - $152,948 for LAHSA to cover the administrative costs associated with the funding the agency will be responsible for as a result of the recommendations in this report;
   - $315,000 for the Board of Public Works for the administration of the Pit Stop Program and the Skid Row Sidewalk Sweeping Program; and
   - $544,000 for Office of the Mayor (Attachment 12) to support three new staff members engaged in homeless initiatives, including A Bridge Home, Engagement and Street Strategies, such as hygiene efforts, and the Unified Homeless Response Center.

**STATUS OF HEAP FUNDING**

Table 4 below summarizes the HEAP committed funds and the balance if the recommendations in this report are approved.

**Table 4: Remaining HEAP Balance if Report Recommendations Are Approved**

<table>
<thead>
<tr>
<th>Activity Category</th>
<th>Amount</th>
<th>Funds Committed</th>
<th>Uncommitted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital and Operating Support – A Bridge Home</td>
<td>$45,000,000.00</td>
<td>$19,250,222.00</td>
<td>$25,749,778.00*</td>
</tr>
<tr>
<td>Capital and Operating Support – Skid Row</td>
<td>$20,000,000.00</td>
<td>$4,567,946.00</td>
<td>$15,432,054.00</td>
</tr>
<tr>
<td>Capital, Operating, Services - Citywide</td>
<td>$11,512,246.30</td>
<td>$7,998,325.00</td>
<td>$3,513,921.30*</td>
</tr>
<tr>
<td>Youth Set-Aside</td>
<td>$4,250,680.35</td>
<td>$1,431,008.00</td>
<td>$2,819,672.35**</td>
</tr>
<tr>
<td>Administrative Costs</td>
<td>$4,250,680.35</td>
<td>$1,147,626.00</td>
<td>$3,103,054.35</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$51,013,607.00</strong></td>
<td><strong>$34,935,127.00</strong></td>
<td><strong>$50,818,480.00</strong></td>
</tr>
</tbody>
</table>

*Remaining balances in Category 1 and Category 3 are reserved for pending A Bridge Home projects described in this report.

**Remaining balance in Category 4 is reserved for Transition Aged Youth interim housing.
**HEAP Wait List**

The recommendations in this report fully allocate or reserve the remaining HEAP Category 1 and Category 3 funds as well as the funds in the GCP and UB. As such, we recommend establishing a wait list comprised of the remaining unfunded HEAP requests (Attachment 13). As the A Bridge Home Program continues implementation, some of the pending sites may be deemed infeasible. If funding becomes available for projects on the wait list, this Office will reassess priorities and submit recommendations to the HSC.

**FISCAL IMPACT**

The funding recommended in this report is provided through the State Homeless Emergency Aid Program Grant, the Fiscal Year 2018-19 Budget GCP and UB. As such, there is no additional impact to the General Fund.

**Attachments**

1. Board of Public Works HEAP Request
2. Motion (Cedillo – Harris-Dawson) Mobile Pit Stops
3. Motion (O'Farrell – Martinez)
4. Los Angeles Police Department HEAP Request
5. Motion (Krekorian – Harris-Dawson): Mobile Hygiene Trailer at the CD 2 Sherman Way Navigation Center
6. Motion (Harris-Dawson - Price): Multi-Disciplinary Team to Continue Outreach Services (C.F. 18-0628-S2)
7. Motion (Price - Harris-Dawson): Multi-Disciplinary Teams for Outreach Services (C.F. 18-0628-S3)
8. Motion (Martinez - Harris-Dawson): Motel Shelter Enhancement Program
9. Motion (Rodriguez - Ryu): North Valley Caring Services Staff and Supplies (C.F. 18-1010)
10. LAHSA HEAP Request
11. Motion (Huizar - Harris-Dawson): Establish Shelter and/or Crisis Response Services in Skid Row (C.F. 18-1119)
12. Mayor’s Office HEAP Request
13. HEAP Wait List
October 31, 2018

Richard H. Llewellyn, Jr.
City Administrative Officer
200 North Main Street, 15th Floor
Los Angeles, CA 90012

BOARD OF PUBLIC WORKS - HOMELESS EMERGENCY AID PROGRAM FUNDING REQUEST FOR MOBILE PIT STOP BATHROOM PROGRAM

In accordance with the instructions provided in a City Administrative Officer (CAO) report dated August 31, 2018 (C.F. 18-0628), the Board of Public Works (Board) hereby submits a Homeless Emergency Aid Program (HEAP) funding request for the Mobile Pit Stop Program, which provides bathroom attendant services at 11 sites and ensures the availability of safe and sanitary public restrooms.

Amount of Funding Request:

Program Year 2 Cost (August 1, 2019 through June 30, 2020): $2,747,484
Program Year 3 Cost (July 1, 2020 through June 30, 2021): $3,002,490
Total Request: $5,749,974

It should be noted that these figures represent an estimate based on existing contract costs. However, the Board anticipates releasing a Request for Proposals (RFP) during the 2018-19 Fiscal Year which may result in a downward adjusted cost for the program. Additional cost savings may also be identified as the Board continues to explore options on portable toilet deployment.

The cost to add one attendant at an Automatic Public Toilet (APT) is $176,000 to $192,000 for one year. The cost to add a new portable toilet location staffed with one attendant is $310,000 to $338,000 for one year. See Attachment 1 for breakdown of costs.

Justification for request (need and description of program/project):

In December 2017, and in response to the declaration of the Hepatitis A Virus outbreak in Los Angeles County, the City Council adopted a report from the Office of the City Administrative Officer (CAO) authorizing the implementation of a Mobile Pit Stop Pilot Program for a period of six months. The CAO recommended a strategy to increase the availability of portable public toilets and to staff those locations with a bathroom attendant based on a similar model implemented in the City of San Francisco. This program focuses on homeless hygiene services and public health,
and is intended to mitigate risk associated with people who are forced to urinate and defecate in public places due to the lack of access to safe and sanitary public restrooms.

In March 2018, the Board contracted with Hunters Point Family (HPF), a non-profit who began the program in San Francisco. HPF and their local subcontractor, Five Keys Schools and Programs, hired and trained bathroom attendants to staff each identified location 24 hours per day, seven days a week, with the exception of one location that is open overnight for 8 hours per day. Attendants clean the restroom units after each use, ensure safe usage of the restroom, enforce courtesy rules, and clean the area adjacent to the bathroom.

There are currently 11 locations in operation as part of this program: six APTs that were previously underutilized and five additional locations that have one standard portable toilet with sink, one ADA accessible toilet, and one ADA accessible sink. These units are delivered and picked up daily. In addition, three of the locations have used needle receptacles installed, with the goal of reducing the number of used needles that are left on the streets.

In comparison with the six months immediately prior to the program (i.e. August 2017 through February 2018), the average daily use has increased significantly. The portable toilet locations continue to be used regularly throughout each day, and more than 5,000 used needles have been collected. See Attachment 2 for more detailed usage data.

In August 2018, based on the success of the program, the City Council and Mayor provided additional funding and authorized the continuation of the program from August 22, 2018 through July 31, 2019. Therefore, this funding request is to continue the program in Years 2 and 3 as described above, from August 2019 through June 2021.

If administrative costs are requested, what these funds will cover and if there will be General Fund impact:

As part of its Fiscal Year 2019-20 Proposed Budget, the Board is submitting a budget request to the Mayor and CAO to add resolution authority for one (1) Senior Management Analyst I who would oversee the program. This would include full program management, such as contract administration, operational issue resolution and management, procurement, coordination with other departments, data and analysis, and budget tracking and cost control. Although successful to date, the program would also benefit from a continued analysis of operational efficiencies and program cost effectiveness. The additional position would be dedicated to this program and would uniquely continue to develop potential program enhancements to immediately address homelessness and public safety issues. If this position is not approved, it will not be sustainable for the Board to effectively manage the program based on the current model of using multiple staff funded for other activities. This may result in poor contractor oversight, inability to resolve day to day operational issues, lack of guidance for the contractor on City resources, and invoice payments to the bathroom attendant contractor and portable toilet rental vendor will be delayed which may result in a complete stoppage in services provided.

Service Area:

Based on the proposed activity categories for the City’s Homeless Emergency Aid Program, this would fall within Category 3 for General Homeless Services and Hygiene Services.
Attachment 1 - Board of Public Works HEAP Request

HEAP Funding Request – Mobile Pit Stop
October 31, 2018
Page 3 of 4

Homeless population to be served:

In a report dated December 4, 2017, the CAO analyzed Department of Public Health and LAHSA data to identify the areas with the greatest need for public bathroom access. Although the specific locations are subject to change to maximize service delivery, the general area identified by the CAO will remain the same to ensure that the original target areas continue to be served. As a result, the following locations have been in operation as part of the program.

<table>
<thead>
<tr>
<th>Address</th>
<th>Hours of Operation</th>
<th>Council District</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Automatic Public Toilet (APT) Locations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. East 6th Street and Gladys Avenue*</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>2. Santa Monica Boulevard and Vermont Avenue*</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD13</td>
</tr>
<tr>
<td>3. East 5th Street and Los Angeles Street</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>4. East 5th Street and Hill Street</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>5. East 5th Street and San Julian Street</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>6. 545 San Pedro Street</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>B. Portable Toilet Locations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. West 38th Street and Grand Avenue</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD9</td>
</tr>
<tr>
<td>2. 525 Broad Avenue</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD15</td>
</tr>
<tr>
<td>3. North Alvarado Street and Bellevue Avenue*</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD13</td>
</tr>
<tr>
<td>4. East 15th Street and Griffith Avenue</td>
<td>7:00 AM to 7:00 PM</td>
<td>CD14</td>
</tr>
<tr>
<td>5. 1 Rose Avenue Parking Lot**</td>
<td>10:00 PM to 6:00 AM</td>
<td>CD11</td>
</tr>
</tbody>
</table>

* Includes Sharps Kiosk
** 1 Rose Avenue Parking Lot location has two (2) attendants on site.

Number of homeless individuals to be served:

The number of homeless individuals served has increased significantly as individuals have learned about the existence of the public restrooms, in addition to the growth in the number of locations.

In March 2018, seven locations were used a total of 6,757 times. In September 2018, this number grew to 9 locations with a total usage of 16,031. This number will increase in October 2018 with two new locations opening, but data is not yet available. If the trends continue, the Board anticipates a restroom usage of at least 18,000 per month at the 11 locations. See attachment for detailed usage data. While these may not represent unique individuals, it shows the level of service being provided to the homeless population.

If the request is not for one-time funding, the plan to continue to fund the program starting in July 1, 2021:

As part of the annual budget process, the Board plans to submit a budget request to continue this program in July 2021. In the interim, the Board will also explore cost-sharing options with other departments, such as Recreation and Parks who have shown interest in the program.
Attachment 1 - Board of Public Works HEAP Request
HEAP Funding Request – Mobile Pit Stop
October 31, 2018
Page 4 of 4

If you have any questions regarding this request, please contact Raoul Mendoza of my staff at Raoul.Mendoza@lacity.org. Thank you for your consideration.

Sincerely,

DR. FERNANDO CAMPOS
Executive Officer, Board of Public Works

CC:  Kevin James, President, Board of Public Works
     Yolanda Chavez, Assistant City Administrative Officer (CAO), Office of the CAO
     Meg Barclay, Principal Project Coordinator, Office of the CAO
     Elyse Matson, Administrative Analyst, Office of the CAO
     Bret Averashow, Administrative Analyst, Office of the CAO
     Raoul Mendoza, Senior Management Analyst, Board of Public Works
     Homeless Strategy Committee
     James Westbrooks, District Director, Council District 9
     Tricia Keane, Deputy Chief of Staff, Council District 11
     Angelo Yenko, Legislative Deputy, Council District 13
     Martin Schlageter, Policy Director, Council District 14
     Laura Hill, Legislative Deputy, Council District 15
# MOBILE PIT STOP PROGRAM

## Cost Breakdown

### Program Year 2 Cost
**August 22, 2019 through June 30, 2020**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Contract Cost for Bathroom Attendants at 11 Locations</td>
<td>$1,930,795</td>
</tr>
<tr>
<td>Portable Toilet Rental Cost at 4 Locations (7 am to 7 pm)</td>
<td>$534,667</td>
</tr>
<tr>
<td>Portable Toilet Rental Cost at 1 Location (10 pm to 6 am)</td>
<td>$208,817</td>
</tr>
<tr>
<td>SHARPS Kiosk Service</td>
<td>$73,205</td>
</tr>
<tr>
<td><strong>TOTAL COST for Program Year 2</strong></td>
<td><strong>$2,747,484</strong></td>
</tr>
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</table>

### Program Year 3 Cost
**July 1, 2020 through June 30, 2021**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Contract Cost for Bathroom Attendants at 11 Locations</td>
<td>$2,110,000</td>
</tr>
<tr>
<td>Portable Toilet Rental Cost at 4 Locations (7 am to 7 pm)</td>
<td>$584,292</td>
</tr>
<tr>
<td>Portable Toilet Rental Cost at 1 Location (10 pm to 6 am)</td>
<td>$228,198</td>
</tr>
<tr>
<td>SHARPS Kiosk Service</td>
<td>$80,000</td>
</tr>
<tr>
<td><strong>TOTAL COST for Program Year 3</strong></td>
<td><strong>$3,002,490</strong></td>
</tr>
</tbody>
</table>

**TOTAL REQUEST:** $5,749,974
## MOBILE PIT STOP PROGRAM
### USAGE DATA

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
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</thead>
<tbody>
<tr>
<td><strong>Automatic Public Toilet Locations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>East 6th Street and Gladys Avenue</td>
<td>1,021</td>
<td>2,490</td>
<td>2,649</td>
<td>2033</td>
<td>1921</td>
<td>1722</td>
<td>1668</td>
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<tr>
<td>East 5th Street and Los Angeles Street</td>
<td>2,030</td>
<td>2,677</td>
<td>3,020</td>
<td>2,877</td>
<td>2,603</td>
<td>2,527</td>
<td>2,401</td>
</tr>
<tr>
<td>Santa Monica Boulevard and Vermont Avenue</td>
<td>1,363</td>
<td>1,820</td>
<td>2,052</td>
<td>1,785</td>
<td>1,725</td>
<td>1,899</td>
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<td>East 5th Street and Hill Street</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
<td>3,401</td>
</tr>
<tr>
<td>East 5th Street and San Julian Street</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>545 San Pedro Street</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Portable Toilet Locations</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>West 38th Street and Grand Avenue</td>
<td>504</td>
<td>705</td>
<td>912</td>
<td>1,078</td>
<td>983</td>
<td>908</td>
<td>1,050</td>
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<tr>
<td>525 Broad Avenue</td>
<td>1,003</td>
<td>1,960</td>
<td>1,868</td>
<td>2,015</td>
<td>2,110</td>
<td>2,091</td>
<td>2,070</td>
</tr>
<tr>
<td>North Alvarado Street and Bellevue Avenue</td>
<td>437</td>
<td>1,025</td>
<td>1,100</td>
<td>1,006</td>
<td>1,076</td>
<td>1,081</td>
<td>1,455</td>
</tr>
<tr>
<td>East 15th Street and Griffith Avenue</td>
<td>399</td>
<td>1,001</td>
<td>940</td>
<td>873</td>
<td>856</td>
<td>886</td>
<td>887</td>
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<tr>
<td>1 Rose Avenue Parking Lot</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>880</td>
<td>1,237</td>
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<tr>
<td><strong>TOTAL USAGE BY MONTH:</strong></td>
<td>6,757</td>
<td>11,678</td>
<td>12,541</td>
<td>11,667</td>
<td>12,154</td>
<td>13,351</td>
<td>16,031</td>
</tr>
<tr>
<td>Locations in Operation:</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>9</td>
</tr>
</tbody>
</table>
November 12, 2018

Richard H. Llewellyn, Jr.
City Administrative Officer
200 North Main Street, 15th Floor
Los Angeles, CA 90012

BOARD OF PUBLIC WORKS – HOMELESS EMERGENCY AID PROGRAM FUNDING SUPPLEMENTAL REQUEST FOR ADDITIONAL MOBILE PIT STOP BATHROOM PROGRAM LOCATIONS

In a memo dated October 31, 2018, the Board of Public Works (Board) submitted a request for Homeless Emergency Aid Program (HEAP) funding to continue the Mobile Pit Stop Program at 11 existing locations through June 30, 2021. Since then, new information has been provided to the Board regarding requests for eight (8) additional locations.

The proposed new locations are based on discussions with the Office of the City Administrative Officer (CAO), a Council motion, and a letter of support and request from the Los Angeles Police Department (LAPD).

Amount of Funding Request:

<table>
<thead>
<tr>
<th>Period Covered by Request</th>
<th>Original HEAP Request for 11 Existing Locations</th>
<th>Supplemental HEAP Request for 8 Additional Locations</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Program Year through July 31, 2019</td>
<td>Covered* $1,059,419**</td>
<td>$1,059,419</td>
<td>$1,059,419</td>
</tr>
<tr>
<td>Program Year 2 (Aug 1, 2019 to June 30, 2020)</td>
<td>$2,747,484</td>
<td>$1,938,881</td>
<td>$4,686,365</td>
</tr>
<tr>
<td>Program Year 3 (July 1, 2020 to June 30, 2021)</td>
<td>$3,002,490</td>
<td>$2,118,837</td>
<td>$5,121,327</td>
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<tr>
<td>TOTAL:</td>
<td>$5,749,974</td>
<td>$5,117,137</td>
<td>$10,867,111</td>
</tr>
</tbody>
</table>

* The cost for the 11 existing locations are covered by existing budget funds through July 31, 2019. No additional funding is required for this period.

** This assumes a performance period of 6 months from February 1, 2019 through July 31, 2019.

As indicated in its original memo, these figures represent an estimate based on existing contract costs. However, the Board anticipates releasing a Request for Proposals (RFP) during the 2018-19 Fiscal Year which may result in a downward adjusted cost for the program. Additional cost savings may also be identified as the Board continues to explore options on portable toilet deployment.
Justification for Request:
The description of the program was included in the Board's original HEAP funding request. The proposed new locations are based on various requests as follows.

In accordance with the instructions provided by the CAO regarding HEAP funding, Council District 1 submitted a motion requesting funding to add six (6) locations as part of the Mobile Pit Stop Program: three (3) at closed park bathrooms and three (3) portable toilet locations in their district. The Board is currently discussing with Recreation and Parks the feasibility of implementing the program at the three (3) closed park bathrooms. The Board will report back to the CAO on this item. Council District 9 has also submitted a request to CAO and Board for one (1) additional portable toilet location.

In addition, on October 31, 2018, the LAPD submitted a letter to the CAO which described the positive effect the Mobile Pit Stop Program has had in reducing crime and allowing access to safe and clean public restrooms. To that end, they requested the addition of one (1) location at an Automatic Public Toilet (APT) on East 5th Street and San Pedro.

If administrative costs are requested, what these funds will cover and if there will be General Fund impact:

As stated in its original memo, the Board requested the addition of a resolution authority for one (1) Senior Management Analyst in its Fiscal Year 2019-20 Proposed Budget. However, as the program expands rapidly, and with the potential addition of showers, the Board may request an interim substitute authority to manage the increased workload and ensure the continued success of the program. The position would be funded with existing program budget savings and would not have any additional General Fund impact.

Service Area:
Based on the proposed activity categories for the City's Homeless Emergency Aid Program, this would fall within Category 3 for General Homeless Services and Hygiene Services.

Homeless population to be served:
The following is a list of both existing and proposed additional locations.

<table>
<thead>
<tr>
<th>Address</th>
<th>Existing or Proposed New</th>
<th>Council District</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Automatic Public Toilet (APT) Locations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. East 6th Street and Gladys Avenue*</td>
<td>Existing</td>
<td>CD14</td>
</tr>
<tr>
<td>2. Santa Monica Boulevard and Vermont Avenue*</td>
<td>Existing</td>
<td>CD13</td>
</tr>
<tr>
<td>3. East 5th Street and Los Angeles Street</td>
<td>Existing</td>
<td>CD14</td>
</tr>
<tr>
<td>4. East 5th Street and Hill Street</td>
<td>Existing</td>
<td>CD14</td>
</tr>
<tr>
<td>5. 545 San Pedro Street</td>
<td>Existing</td>
<td>CD14</td>
</tr>
<tr>
<td>6. East 5th Street and San Pedro</td>
<td>Proposed New (LAPD)</td>
<td>CD14</td>
</tr>
<tr>
<td><strong>B. Portable Toilet Locations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. West 38th Street and Grand Avenue</td>
<td>Existing</td>
<td>CD9</td>
</tr>
<tr>
<td>2. 525 Broad Avenue</td>
<td>Existing</td>
<td>CD15</td>
</tr>
<tr>
<td>3. North Alvarado Street and Bellevue Avenue*</td>
<td>Existing</td>
<td>CD13</td>
</tr>
<tr>
<td>4. East 15th Street and Griffith Avenue</td>
<td>Existing</td>
<td>CD14</td>
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</table>
5. 1 Rose Avenue Parking Lot  
6. Wilshire and Alvarado (tentative)  
7. San Fernando Road and North Figueroca (tentative)  
8. Avenue 26 and Lacey Street (tentative)  
9. Additional CD9 location

C. Recreation and Parks Restrooms
1. Lincoln Park Recreation Center  
2. El Rio de Los Angeles Park  
3. Hope and Peace Park

* Includes Sharps Kiosk
** Note all locations are open from 7:00 am to 7:00 pm daily, with the exception of 1 Rose Avenue which is open from 10:00 pm to 6:00 am daily.

Number of homeless individuals to be served:
Based on the trends described in its original memo, the Board anticipates a restroom usage of at least 18,000 per month at the 11 locations. While this may not represent unique individuals, it shows the level of service being provided to the homeless population. The Board anticipates that the eight proposed new locations would have a total usage of at least 13,000 per month.

If you have any questions regarding this request, please contact Raoul Mendoza of my staff at Raoul.Mendoza@lacity.org. Thank you for your consideration.

Sincerely,

DR. FERNANDO CAMPOS
Executive Officer, Board of Public Works

CC: Kevin James, President, Board of Public Works
Brian Buchner, Office of the Mayor
Yolanda Chavez, Assistant City Administrative Officer (CAO), Office of the CAO
Meg Barday, Principal Project Coordinator, Office of the CAO
Elyse Matson, Administrative Analyst, Office of the CAO
Bret Avrashow, Administrative Analyst, Office of the CAO
Raoul Mendoza, Senior Management Analyst, Board of Public Works
Homeless Strategy Committee
Jose Rodriguez, Deputy District Director, Council District 1
James Westbrooks, District Director, Council District 9
Tricia Keane, Deputy Chief of Staff, Council District 11
Angelo Yenko, Legislative Deputy, Council District 13
Martin Schlageter, Policy Director, Council District 14
Laura Hill, Legislative Deputy, Council District 15
December 6, 2018

Richard H. Llewellyn, Jr.
City Administrative Officer
200 North Main Street, 15th Floor
Los Angeles, CA 90012

BOARD OF PUBLIC WORKS - HOMELESS EMERGENCY AID PROGRAM FUNDING REQUEST FOR MOBILE SHOWERS

In accordance with the instructions provided in a City Administrative Officer (CAO) report dated August 31, 2018 (C.F. 18-0628), the Board of Public Works (Board) hereby submits a Homeless Emergency Aid Program ( HEAP) funding request for the establishment of a Mobile Showers program to complement the existing Mobile Pit Stop Bathroom program.

**Amount of Funding Request:**

- Pilot Program Cost (February 1, 2019 through July 31, 2019): $331,000
- Program Year 1 Cost (August 1, 2019 through June 30, 2020): $889,000
- Program Year 2 Cost (July 1, 2020 through June 30, 2021): $767,000
- Total Request: $1,987,000

Administrative Costs (Less than 5% of total operations cost for Mobile Pit Stop and Mobile Showers programs): $175,000

The amounts listed above represent an estimate of contract costs, as well as one-time costs for vehicles, equipment, and establishment of wastewater connections. The estimate is based on the launch of one shower trailer, followed by a progressive increase in the number of mobile showers trailers over time. The detail of this estimate can be found in Attachment 1. It should be noted that the Board anticipates releasing a Request for Proposals (RFP) during the 2018-19 Fiscal Year which may result in an adjustment of program costs.

**Justification for request (need and description of program/project):**

In alignment with the City’s Comprehensive Homeless Strategy, the Board is proposing to implement a Mobile Showers program as a means of providing immediate assistance to people experiencing homelessness. While similar services have been provided by non-profits such as Lava Mae and Showers of Hope, there continues to be a need for the proposed hygiene services in response to the on-going homeless crisis.
In August 2018, the Los Angeles County Board of Supervisors (County BOS) directed their Chief Executive Officer (CEO) to execute no-cost agreements with experienced providers or agencies for the operation of six mobile shower trailers owned by the County. The Board is currently in discussions with the County on utilization of one or more of the mobile shower trailers at zero cost, and is optimistic that an agreement can be finalized and executed between the Board and the County.

On a pilot basis, the Board is proposing to contract with its existing Mobile Pit Stop Program contractor, Hunters Point Family and their subcontractor, Five Keys Schools and Programs. Both non-profits have attended several trainings on the operation of similar mobile shower trailers, and have the staffing and workforce development infrastructure in place to quickly mobilize and launch the proposed program within one month of contract execution. The Mobile Showers program would complement the Mobile Pit Stop Program by being co-located with some of the existing bathroom locations, in addition to potential other new locations, subject to funding availability.

Each mobile shower trailer would be operated for four hours per day from 8 a.m. to 1 p.m., five days a week. Each mobile shower trailer would stay at one location per day, and deploy at two to three locations per week. The Board, in discussions with its contractor, is proposing to roll out two mobile shower trailers during the six month pilot period. After the initial establishment period, the non-profit would begin implementation of two additional mobile shower trailers.

The Board is currently in discussions with the Departments of Water and Power, Transportation, Fire, and Bureau of Sanitation on various issues such as water and sewer connections, approvals, and potential parking needs. The Board will also work need to continue working with other City departments to identify suitable space at an existing City yard or shop to park the trailers overnight.

**If administrative costs are requested, what these funds will cover and if there will be General Fund impact:**

The Board has requested a 2018-19 Substitute Authority for one (1) Senior Management Analyst I position and also requested the position to be continued as a resolution authority in the 2019-20 Proposed Budget. This position would oversee both the Mobile Pit Stop and Mobile Showers programs and be responsible for full program management, operational issue resolution and management, procurement, coordination with other departments, research and data analysis, and budget tracking and cost control.

This position will cost $100,000 per year. The Board will absorb the 2018-19 cost ($50,000) and 25 percent of the 2019-20 cost ($25,000) using existing program savings. Therefore, the remaining request for administrative costs is the cost of the position Fiscal Years 2019-20 ($75,000) and 2020-21 ($100,000) at a total cost of $175,000. This is less than the 5 percent allowable for administrative costs when compared against the total cost of both programs. Administrative costs were not requested as part of the Mobile Pit Stop Program request. This amount, however, will provide oversight of both programs. The Board will continue to monitor existing program budget in an attempt to identify additional savings and reduce the cost of this request.

**Service Area:**

Based on the proposed activity categories for the City’s Homeless Emergency Aid Program, this would fall within Category 3 for General Homeless Services and Hygiene Services.
Homeless population to be served:

The homeless population to be served will coincide with some of the existing and proposed new Mobile Pit Stop Program locations. Based on remaining capacity, the showers will serve additional locations to be identified in coordination with the CAO and Council Offices.

Number of homeless individuals to be served:

As currently proposed, each mobile shower trailer would be in operation five days a week, at one location per day. Overall, each mobile shower trailer would service two to three different locations per week. With four mobile showers in operation, it would provide 1,040 days of shower services. Estimates on number of uses have varied largely, but average to about 50 per day. This would equal more than 50,000 showers.

If the request is not for one-time funding, the plan to continue to fund the program starting in July 1, 2021:

As part of the annual budget process, the Board plans to submit a budget request to continue this program in July 2021.

If you have any questions regarding this request, please contact Raoul Mendoza of my staff at Raoul.Mendoza@lacity.org. Thank you for your consideration.

Sincerely,

DR. FERNANDO CAMPOS
Executive Officer, Board of Public Works

CC:  Kevin James, President, Board of Public Works
      Brian Buchner, Office of the Mayor
      Alma Guerrero, Office of the Mayor
      Yolanda Chavez, Assistant City Administrative Officer (CAO), Office of the CAO
      David Hirano, Chief Administrative Analyst, Office of the CAO
      Meg Barclay, Principal Project Coordinator, Office of the CAO
      Elyse Matson, Administrative Analyst, Office of the CAO
      Bret Avrashow, Management Analyst, Office of the CAO
      Homeless Strategy Committee
# Mobile Pit Stop - Shower Program

## 3 YEAR BUDGET

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<thead>
<tr>
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<tr>
<td><strong>DIRECT CHARGES</strong></td>
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<td>Monitor, Driver &amp; Overtime</td>
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<td>Hunters Point Fiscal Agent Fee - 8%</td>
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<td>Indirect Costs (10%) - includes back off, recruitment, re-entry services, etc.</td>
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<td>Vehicle Fees &amp; Wrap</td>
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<tr>
<td>Generator</td>
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<tr>
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*Utility estimates are provided by the contractor based on past expenditures from similar programs. The Board will refine this amount based on calculations by DWP.
MOTION

There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count, there are approximately 31,516 homeless individuals in the City of Los Angeles of which 2,169 (494 living in vehicles) are unsheltered people experiencing homelessness in Council District 1. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee (HSC) and submitted to Council for approval.

To address the needs in Council District 1 and Citywide, the Council should allocate HEAP funds to the activities described below:

- From the $45 million Budget for Capital and Operating Support for Short Term Housing Interventions and Capital for Permanent Housing line item, allocate:
  - $2.5 million to fund one or two A Bridge Home sites for CD 1. The first site will temporarily house women and families located in Westlake area and the second site will be for single men, location pending. The women and family's site will serve 50 people and the second site will ideally serve approximately 50 people. This funding amount is intended for 3 years and alternative funding will be needed on July 1, 2021.
  - $500,000 to fund two or three sites for Safe Parking in CD 1. The program will use 2 to 3 building lots in Westlake/Pico Union and Northeast LA areas. There will be at minimum 10-20 spots at each site for vehicles. This is an ongoing project and alternative funding will be needed on July 1, 2021.

Funding is available for Council District 1 portion of these activities to fund these requests.

- From the $11.5 Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  - $380,000 to expand CD 1 Shower of Hope hygiene services from 2 days a week to 5 days a week at the following locations: Mac Arthur Park, Lincoln Heights, Cypress Park, and other high need areas. Each operating day has capacity for 30 showers and is connected with onsite outreach teams. This is an ongoing project and alternative funding will be needed on July 1, 2021.
  - $560,000 to open CD 1 Mobile Pit Stops and for attendants to provide hygiene services for 7 days a week at closed park bathrooms in Pico Union/Westlake and North East LA areas. Each operating site has capacity for 60 utilizers of service. This is an ongoing project and alternative funding will be needed on July 1, 2021.
$350,000 to fund 3 Full Time Employees (FTEs) at 3 non-profits to enhance the Jail In Reach Project at three LAPD Regional Jails (Van Nuys, 77th, MJS) that would allow the project to expand from 2 half days to 3 full days at each site and 2 days for follow-up. Since January 2017, the project has contacted 2,500 homeless people in custody in efforts to divert them from the criminal justice system and with additional dedicated staff funding the project can achieve better outcomes. This is an ongoing project and alternative funding will be needed on July 1, 2021.

$50,000 to fund Shelter Partnership to purchase a cargo truck to support their distribution of hygiene, household, and clothing donations to local non-profits assisting the homeless. In the past year, Shelter Partnership has distributed over $6.2 million in goods to over 160 agencies serving homeless individuals and families in the City of Los Angeles. This is a onetime cost and no alternative funding will be needed on July 1, 2021.

Approximately $11.4 million remains available in this category to consider funding these requests.

I THEREFORE MOVE that the Council instruct the Chief Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding requests stated above to utilize State Homeless Emergency Aid ( HEAP) funds;

I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: GILBERT A. CEDILLO
Councilmember, 1st District

SECONDED BY:
MOTION

There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count, there are approximately 31,516 homeless individuals in the City of Los Angeles of which 2,139 are unsheltered and experiencing homelessness in Council District 13. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628), any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

In August 2018 the City Council funded the Mobile Pit Stop Program finding that it was in the best interest of the City and the public. The Mobile Pit Stop Program successfully provides safe and clean public toilets, sinks, used needle receptacles and dog waste stations in neighborhoods with a high population of individuals experiencing homelessness. Extending this program in Council District 13 would be an effective intervention for homeless individuals and the entire Council District 13 community.

Approximately $11.4 million remains available in the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, pending Council approval of outstanding requests.

To address the needs in Council District 13, the Council should allocate HEAP funds to the activity described below:

- From the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  - $1,632,000 to support the cost of the mobile pit stop program in CD13 through June 2021.

I THEREFORE MOVE that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding request for $1,632,000 to support the cost of the mobile pit stop program in CD13;

I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: MITCH O'FARRELL
Councilmember, 13th District

SECONDED BY: MARY MARTINEZ
October 31, 2018

Office of the City Administrative Officer
Richard H. Llewellyn, Jr., City Administrative Officer
200 N. Main St., 15th Floor
Los Angeles California

Mr. Llewellyn:

The Los Angeles Police Department (Department) supports the City of Los Angeles' (City) Comprehensive Homeless Strategy, a Citywide coordinated response to end the homeless crisis. The Department remains committed to enhancing public health and safety and providing support to communities across the City, by keeping the public areas clean, safe and accessible to all.

The Pit Stop Program has been a valuable resource for the Department and has proven to be successful in reducing crime and allowing access to a safe and clean public restroom for persons experiencing homelessness. Pit Stop attendants have been effective in monitoring public restrooms, ensuring its safe usage, managing the collection of waste, including needles, trash and hazardous waste, and assisting the Department in addressing community health and safety concerns involving the homeless population.

The Department respectfully requesting Homeless Emergency Aid Program (HEAP) funds to expand the Pit Stop Program to additional locations throughout the City. The Department is seeking to reach similar outcomes Citywide in our efforts to reduce crime and address quality of life concerns.

If any additional information is needed, please contact, Commander Dominic H. Choi, Department Homeless Coordinator, Office of Operations, at (213) 486-6050.

Respectfully,

MICHEL R. MOORE
Chief of Police
There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count, there are approximately 31,516 homeless individuals in the City of Los Angeles of which 1,259 are unsheltered and experiencing homelessness in Council District 2. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628), any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

Council District 2 has committed to building a Homeless Services Navigation Center at the current Day Laborer site located at 11839 Sherman Way. The new site will include the Day Laborer Resource Program Center and a Homeless Navigation and Storage Center. Proposed services will include assisting homeless individuals in the district find employment and provide case management. The site will also include 120 storage bins, restrooms, showers, laundry facilities, and a garden area. The Project is currently being funded by Proposition HHH, but, HEAP funds are needed to finance the mobile hygiene trailer as this expense is not Proposition HHH eligible. Approximately $11.4 million remains available in the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, pending Council approval of outstanding requests.

To address the needs in Council District 2, the Council should allocate HEAP funds to the activity described below:

• From the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  o $400,000 to support the cost of the mobile hygiene trailer at the CD2 Sherman Way Navigation Center (Prop HHH) Site.

I THEREFORE MOVE that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding request for $400,000 to support the cost of the mobile hygiene trailer at the CD2 Sherman Way Navigation Center (Prop HHH) Site;

I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY:  
PAUL KREKORIAN  
Councilmember, 2nd District

SECONDED BY:
MOTION

There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count, there are approximately 31,516 homeless individuals in the City of Los Angeles of which 1,062 are unsheltered people experiencing homelessness in Council District 8. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

Multi-Disciplinary Teams (MDT) provide assistance to people experiencing homelessness through community outreach. MDTs have expertise on health, mental health, substance abuse, and case management. Additionally, MDTs link homeless individuals with crisis and bridge housing, permanent supportive housing, and mental health services. The MDT in Council District 8 serves single individuals, families, and transition aged youth population in the district. Homeless Outreach Program Integrated Care System (HOPICS), the CD 8 MDT administrator, was originally budgeted for $250,000 for FY 2017-18 and is currently operating on the savings of approximately $61,000 (as of September 30, 2018). HOPICS requires approximately $110,000 in additional funding to continue this MDT through June 30, 2019. Council District 8 is requesting $450,000 of the HEAP funds to support this program. $110,000 of the $450,000 is the operating budget for the next six months. The remaining $340,000 is for the Fiscal Year 2019-20. With this funding, the team anticipates providing services to 600 individuals.

To address the needs in Council District 8 the Council should allocate HEAP funds to the activity described below:

- From the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  - $450,000 to Council District 8's Multi-Disciplinary Team to continue their outreach services until end of Fiscal Year 2019-20.

Approximately $11.4 million remains available in this category, pending Council approval of outstanding requests.

I THEREFORE MOVE that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding request for $450,000 to utilize State Homeless Emergency Aid (HEAP) funds for Council District 8's Multi-Disciplinary Team to continue their outreach services, as further detailed in the text of this Motion;
I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: MARQUEECE HARRIS-DAWSON
Councilmember, 8th District

SECONDED BY:
Attachment 7 - CD 9 Motion (Price - Harris-Dawson):
Multi-Disciplinary Teams for Outreach Services (C.F. 18-0628-S3)

MOTION

There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count, there are approximately 31,516 homeless individuals in the City of Los Angeles of which 2,240 are unsheltered and experiencing homelessness in Council District 9. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

Multi-Disciplinary Teams (MDTs) provide assistance to people experiencing homelessness through community outreach. MDTs have expertise on health, mental health, substance abuse, and case management. Additionally, MDTs link homeless individuals with crisis and bridge housing, permanent supportive housing, and mental health services. Council District 9 is requesting $340,000 in funding to establish a MDT to provide outreach services for a full year. The MDT will serve all unsheltered homeless individuals in the district. Homeless Outreach Program Integrated Care System (HOPICS), a nonprofit that provides homeless services in South Los Angeles, will be the CD 9 MDT administrator.

To address the needs in Council District 9 the Council should allocate HEAP funds to the activity described below:

- From the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  - $340,000 to establish Council District 9’s Multi-Disciplinary Team for outreach services for one year.

Approximately $11.4 million remains available in this category, pending Council approval of outstanding requests.

I THEREFORE MOVE that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding request for $340,000 to utilize State Homeless Emergency Aid (HEAP) funds for Council District 9’s Multi-Disciplinary Team for outreach services, as further detailed in the text of this Motion;

I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: ________________________________
CURREN D. PRICE, JR.
Councilmember, 9th District

SECONDED BY: ________________________________

HSC - 12.20.2018 - Item 6
MOTION

There is a growing family homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count (PIT), on a given night there are approximately 31,516 homeless individuals in the City of Los Angeles with 5,111 in family units. While the City saw a 6 percent decrease in homelessness overall in the 2018 PIT count - displaying the impact of increased targeted resources – homeless families increased by 13 percent. Council District 6 experienced the greatest increase in homeless families, a total of 1,242, indicating a 293 percent increase from 2017 to 2018. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

Due to the large and growing number of families experiencing homelessness, motels are utilized as shelter overflow. In Council District 6, there are estimated 300 families living in motels. Although this intervention is intended to be temporary, due to the lack of affordable housing supply city-wide, many families have stayed beyond one year. The limited number of motels participating in the program often results in homeless children having to travel long distances to school. Motels that do participate are in areas that may expose families and young children to unsafe situations such as human trafficking, illicit drug abuse, and gang violence. In addition, according to California Civil Code 1940, residents gain tenant rights if they stay beyond 30 days. For this reason, families are required to move often. This disruption in housing and the accompanying challenges also disrupt families from pursuing employment and permanent housing. This physical and emotional distress keep families in a cycle of poverty and homelessness. Data shows that high levels of transiency impacts not only the children, but their classrooms and their schools’ academic outcomes.

The motel program does not currently provide an appropriate level of case management or coordination with the school district, service providers, or motels owners to address the specific challenges of those living in motels. Council District 6 is requesting funding for a Motel Shelter Enhancement Program, a demonstration project, to expand and enrich the motel shelter program from its current form into a program that combines expertise, and leverages resources from Los Angeles Unified School District (LAUSD), Los Angeles Homeless Services Authority (LAHSA), and the City. Through multi-disciplinary wrap around teams that will work with every family placed in the program, one can ensure safety, promote family stability, maintain school enrollment and attendance stability, and accelerate skill and support based on foundations for the family to build upon as they seek to return to permanent housing.

The Motel Shelter Enhancement Program (“Program”) could serve 500 families in or in close proximity to Council District 6 with school-aged youth in LAUSD or LAUSD authorized Charter Schools. The Program would both expand and enrich services for families currently sheltered in motels around the Sepulveda Boulevard corridor and design a new program delivery system for an additional 250 families in or around Council District 6 who are currently unsheltered, facing eviction or otherwise qualifying for homeless services. Coordination with City Departments and the City Attorney’s Office, including an assessment of opportunities through the Interim Motel Conversion Ordinance, will ensure motel policies and facilities are meeting needs. The Program would form a partnership delivery system with various organizations including, Council District 6, the Mayor’s Office of Economic Opportunity, LA Family Housing, and LAHSA contracted motels in Council District 6.
To address the needs in Council District 6 the Council should allocate HEAP funds to the activity described below:

- From the $11.5 million Capital and Operating Support for Short Term Housing Interventions, Homeless Prevention, and Diversion Programs line item, allocate:
  - $1.75 million per year or $5.25 million dollars for a 3-year Motel Shelter Enhancement Program to expand and enrich the motel shelter program from its current form into a program that combines expertise, and leverages resources from LAUSD, LAHSA, and the City.

<table>
<thead>
<tr>
<th>Budget Estimate</th>
<th>Annual Estimate</th>
<th>3-Year Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Staffing</td>
<td>$470,000</td>
<td>$1,410,000</td>
</tr>
<tr>
<td>Direct Resources for Families in Motels</td>
<td>$484,400</td>
<td>$1,453,200</td>
</tr>
<tr>
<td>Motel Incentive Improvements</td>
<td>$600,000</td>
<td>$1,800,000</td>
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<tr>
<td>City Coordination</td>
<td>$194,600</td>
<td>$583,800</td>
</tr>
<tr>
<td>Total Demo Project Estimate</td>
<td>$1,749,000</td>
<td>$5,247,000</td>
</tr>
</tbody>
</table>

Approximately $11.4 million remains available in this category, pending Council approval of outstanding requests.

I THEREFORE MOVE that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review a funding request for $1,749,000 per year or $5,247,000 for three years to utilize State Homeless Emergency Aid (HEAP) funds for a Motel Shelter Enhancement Program to expand and enrich the motel shelter program in Council District 6, as further detailed in the text of this Motion;

I FURTHER MOVE that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: NURY MARTINEZ
Councilmember, 6th District

SECONDED BY:
MOTION

There is a homelessness crisis in the City of Los Angeles. To address this need, the City of Los Angeles has received $85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP). The City Council adopted an $85 million proposed budget for funding eligible activities. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee (HSC) and submitted to Council for approval.

North Valley Caring Services (NVCS) is an independent, tax-exempt nonprofit whose mission is to empower neighborhood residents to build a vision of their community’s future and actively solve local problems. NVCS provides services such as hot meals, hygiene facility, and outreach to the homeless population in North Hills, Panorama City, Van Nuys, Arleta, and Langdon/Orion Street neighborhood of North Hills.

NVCS is requesting funding in the amount of $114,568 which would underwrite the addition of 5 staff members and supplies for their programs. The 5 staff will help oversee and manage existing homeless outreach programs that serve approximately 1,200 unduplicated homeless clients annually. Due to the increase in homeless population, NVCS has increased the scope of their programs to address the increased needs, but have not been able to secure the necessary staff to implement the programs. NVCS is requesting staffing and supplies to implement the following:

- The Shower Program: provides more than 6,000 showers annually;
- The Breakfast Program: serves more than 30,000 breakfast meals annually;
- The Wednesday Night Outreach Meals Program: provides approximately 240 meals every Wednesday night;

Additionally, they are requesting two staff members:
- Volunteer Coordinator: new addition to manage, train, and engage volunteer corps; and
- Campus Security: new addition to ensure safety of all clients, staff, and volunteers.

NVCS has other funding sources leveraged and secured in the amount of $93,800 through various sources for these programs. While this proposal is primarily for staff positions, all proposed positions are direct program staff—necessary for the safety, efficacy, and long-term sustainability of the existing homeless outreach programs. All proposed staffing will fill gaps for services/programs that are already being implemented.

NVCS has made a concerted effort to expand and diversify their funding base and has recently expanded its development operations. NVCS will continue to leverage all future funding with its existing base of partnerships and individual donors to continue any program(s) beyond the HEAP grant term.
To address the needs in Council District 7, the Council should allocate HEAP funds to the activity described below:

- From the $11.5 Capital and Operating Support for Short Term Housing Interventions. Homeless Prevention, and Diversion Programs line item, allocate:
  - $114,568 for the addition of 5 staff members (two full-time, three part-time) in addition to supplies for North Valley Caring Services' Shower Program, Breakfast Program, Wednesday Night Outreach Meals Program, and for a Volunteer Coordinator and Campus Security.

Approximately $11.4 million remains available in this category to consider funding these requests.

**I THEREFORE MOVE** that the Council instruct the Chief Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review the funding requests stated above to utilize State Homeless Emergency Aid (HEAP) funds;

**I FURTHER MOVE** that the Council instruct the CAO to submit HSC’s recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: Mónica Rodríguez
Councilwoman, 7th District

SECONDED BY: [Signature]

OCT 26 2018
October 31, 2018

Richard H. Llewellyn, Jr.
City Administrative Officer
City of Los Angeles
200 North Main Street
Suite 1500
Los Angeles, CA 90012-4137

SUBJECT: City of Los Angeles Homeless Emergency Aid Program (HEAP) Request

Dear Mr. Llewellyn,

In accordance with the City Administrative Officer (CAO) transmittal on August 31, 2018 (C.F. 18-0628), the Los Angeles Homeless Services Authority (LAHSA) respectfully submits for your consideration the agency’s request for HEAP funding to support critical homeless services.

LAHSA is grateful for the City of Los Angeles’ unwavering partnership in the work to address homelessness. Between 2017 and 2018, the number of people experiencing homelessness in the City of Los Angeles fell by 6%, while the number of people that were connected to permanent housing rose sharply. There were especially precipitous declines in the number of veterans, chronically homeless persons, and transition-age youth (TAY) experiencing homelessness in the City of Los Angeles. These successes, though modest, reflect unprecedented collaboration between City leaders and departments, local communities, LAHSA, and service providers. We believe the trust and depth of partnership between the City of Los Angeles and LAHSA leave us well positioned to continue to make significant progress in the months and years ahead.

To build on the City’s successes in moving more people from the streets and into housing, LAHSA proposes several requests for uses of HEAP funding. These requests, listed below, reflect the lessons learned over the last several years as we have increased the homeless system’s capacity to house youth, families, and adults in an expeditious manner, and input from extensive feedback process across the LA Continuum of Care (CoC). These requests are aligned with the City’s stated priorities for the City’s allocation of HEAP funds, as well as the LA CoC’s priorities for the its separate allocation of HEAP funding.

To that end, LAHSA respectfully requests $31,320,240 dollars to fund and further support access centers, diversion/rapid resolution activities, interim housing capital improvements, additional safe parking program sites, provide targeted Skid Row services, and scale-up services and connections to housing for youth. LAHSA recognizes that this is a significant request and welcomes the opportunity to engage with the City as it seeks to balance competing priorities.

Access Centers

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$7,200,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Youth, Families, Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>7,200</td>
</tr>
</tbody>
</table>

The Coordinated Entry System (CES) offers a no-wrong-door approach to connect people experiencing homelessness with appropriate housing resources and uses outreach workers to bring the front door of CES to our most vulnerable neighbors living in unsHELTERED settings. The past couple of years operating CES, however, have not only demonstrated the value of a no-wrong-door approach, but also the need for having clear front doors so that people know where they can seek help when facing a housing crisis. Access centers offer this critical front door to the system, as well as connection to a broad range of other services. LAHSA currently funds 11 access centers within the City (5 family-focused, 4 adults focused, and 2 others located in Skid Row); however, these access centers do not having capacity to handle the volume of people seeking their services. In FY17-18 alone, there were more than 24,000 people who newly entered CES. To meet immediate needs, and for CES to effectively utilize these access centers as a clear front door to the system, this additional funding is requested to augment existing access center operations.
Attachment 10 - LAHSA
Expand Prevention and Diversion Specialists at City FamilySource Centers

Diversion/Rapid Resolution

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$2,550,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Youth, Families, Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>1,564</td>
</tr>
</tbody>
</table>

CES continues to see an increase in individuals and families seeking housing-related services. The demand for housing and supportive services is currently overwhelming homeless service providers operating within CES and exceeds the amount of available housing resources. According to the 2018 Homeless Count, financial hardship is the cause of approximately 46% of new homeless situations, indicating that ending homelessness for many households does not require intensive or longer-term interventions such as rapid re-housing or permanent supportive housing. Many of these newly homeless households could resolve their homelessness with light-touch supportive services and/or financial assistance at or before their first point of entry into the system.

To more effectively reconnect these households to safe and permanent housing options, and thus reduce inflow into CES, LAHSA proposes to bring diversion/rapid resolution activities to scale citywide. Specifically, LAHSA requests support to provide:

- four (4) diversion/rapid resolution specialists located at CES Family Solution Centers (FSC) to assist with the increased number of families seeking assistance;
- eight (8) diversion/rapid resolution specialists located at the City Family Source Centers which brings the Service Planning Area (SPA) 6 pilot between Homeless Outreach Program Integrated Care System (HOPICS) and Watts Labor Community Action Committee (WLCAC) to scale;
- four (4) diversion/rapid resolution specialists located at Access Centers within the City; and,
- one (1) diversion/rapid resolution specialist located at large interim housing site.

Interim Housing Accessibility Capital Improvements

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$5,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Youth, Families, Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>4,391</td>
</tr>
</tbody>
</table>

Under the authority of the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and the Fair Housing Act, the provision of all publicly funded homeless services programs are required to be accessible for participants with disabilities.

According to LAHSA’s the 2018 Homeless Count, there are approximately 4,400 individuals with physical disabilities experiencing homelessness on any given night in the City of Los Angeles. Individuals with physical disabilities account for 14% of the total homeless population in the City of Los Angeles. As noted by the U.S. Interagency Council on Homelessness, persons with disabilities are disproportionately represented among all people experiencing homelessness.

LAHSA seeks a dedicated funding source to continue mitigation of architectural and other physical barriers to accessibility of interim housing facilities. This funding will support capital improvements such as, but not limited to: construction of ramps to provide accessibility to enter a facility, remodeling of restrooms to allow for participants with mobility devices equal access, provision of appropriate special needs beds/cots that are reinforced and meet ADA bed dimensions, and accessible pet and assistance relief areas for participants who utilize assistance animals.

Rapid Re-Housing

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$4,778,800</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Families, Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>400</td>
</tr>
</tbody>
</table>

Rapid Re-Housing (RRH) is a service model offering people experiencing homelessness quick reconnection to permanent housing using time-limited financial assistance, individualized supportive services, and connection to mainstream resources. While RRH programs have proven effective at housing thousands of people across Los Angeles County, there

LAHSA City of LA HEAP Request
Page 2
are several ways to strengthen existing efforts, including increasing overall capacity in the system, where demand for RRH services far exceeds available resources. While significant RRH capacity has been added to CES over the past couple of years, there remains a gap of 10,446 Rapid Re-Housing slots throughout Los Angeles County, according to LAHSA’s 2018 gaps analysis; LAHSA estimates that approximately 7,200 slots of this 10,446 gap are in the City of Los Angeles. In addition, family RRH is in need of additional staffing support, as high caseloads in the family system are straining service delivery. Adding resources to RRH for families would lead to better and more expedient service delivery for persons currently awaiting RRH placement, thus allowing for more people to be served by the program.

**Safe Parking**

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$5,100,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Youth, Families, Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>510</td>
</tr>
</tbody>
</table>

Safe parking seeks to assist families and individuals who dwell in their vehicles with a safe and legal place to park and sleep at night. LAHSA’s program also includes a dedicated case manager and ensures access to permanent housing resources through CES. The average safe parking program costs approximately $170,000 to operate per year. LAHSA is currently piloting various models of this program with different capacity and service components which will impact outcomes including number of persons served. LAHSA requests funds to support this City Council directed activity with a program site in each council district for two years.

**Skid Row Services**

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$2,200,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Skid Row</td>
</tr>
<tr>
<td>Homeless Population to be Served</td>
<td>Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>1,076</td>
</tr>
</tbody>
</table>

Skid Row continues to be the epicenter of the City’s chronically homeless population. According to the 2018 Homeless Count, there are an estimated 4,294 individuals experiencing homelessness. Of those, 2,149 are sheltered, 2,145 are unsheltered, and 1,229 individuals are chronically homeless. LAHSA applauds the City’s focus on ensuring that the needs of Skid Row residents are addressed through HEAP funds and proposes the following proposals:

- Enhancing services at two (2) existing access centers, including a diversion specialist at each (2);
- Placing one (1) family diversion specialist at a Skid Row mission with a high volume of families with children; and,
- Placing one (1) diversion specialist at a large Skid Row interim housing facility.

**Youth Programs**

<table>
<thead>
<tr>
<th>Request Amount</th>
<th>$ 3,800,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Area</td>
<td>Citywide</td>
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<tr>
<td>Homeless Population to be Served</td>
<td>Youth and Young Adults</td>
</tr>
<tr>
<td>Number of Homeless Individuals to be Served</td>
<td>858</td>
</tr>
</tbody>
</table>

An estimated 2,210 youth and young adults experience homelessness on any given night in the City of Los Angeles, according to LAHSA’s 2018 Youth Count. As noted by the U.S. Interagency Council on Homelessness, programs and services should support youth and young adults experiencing homelessness to achieve four core outcomes—stable housing, education and employment, permanent connections, and social and emotional well-being. To support appropriate services, LAHSA requests support to test new, and expand existing, education and employment services; increase the availability of youth rapid re-housing; and place diversion specialists at key access points for youth and young adults in the City.

Funds to support existing education and employment services will increase the number of FTE CES Education Coordinators staffed by the Los Angeles Unified School District (LAUSD) co-locating at Coordinated Entry System for Youth (YCES) sites. CES Education Coordinators support youth and young adults experiencing homelessness to increase their educational attainment including support with accessing academic records, maintaining and increasing secondary and postsecondary enrollment, and ongoing academic supports. CES Education Coordinators also provide training and

LAHSA City of LA HEAP Request

Page 3
technical assistance to homeless youth providers to better integrate education into ongoing case management supports. Funds will also support pilots testing new models for integrating developmentally-appropriate employment services in Youth CES, such as subsidized employment, employment training, and job placement services into YCES participating agencies. The pilots aim to improve employment outcomes and strengthen access to career pathways for youth and young adults experiencing homelessness. Diversion/rapid resolution specialists, located at key points of access in the City, will assist youth and young adults to identify low-cost and immediate housing solutions and prevent youth from experiencing continued or prolonged homelessness. Examples of key points include Education and Workforce Development Department (EWDD) Youth Source Centers, Los Angeles Community College District (LACCD) college campuses, and city libraries.

Additionally, in order to provide the necessary administrative support to distribute, administer, and oversee the effective and efficient use of these funds, LAHSA requests 5% of the overall request, which totals $1,491,440, in administrative funding.

Thank you in advance for your consideration of this request. Additional information for each of these projects is provided in the attached spreadsheet.

My staff and I look forward to the continued support of the Mayor and Council as we work to address homelessness across the City of Los Angeles. Please contact José Delgado, Associate Director of Policy and Legislative Affairs at jdelgado@lahsa.org or (213) 225-8492, with any questions.

Sincerely,

Peter Lynn
Executive Director
Los Angeles Homeless Services Authority

Cc: Sharon Tso, Chief Legislative Analyst
MOTION

HOMELESSNESS AND POVERTY

There is a homelessness crisis in the City of Los Angeles. According to the 2018 Point-in-time Homeless Count there are approximately 31,500 people experiencing homelessness of which approximately 23,000 residents are left unsheltered on any given night. The largest concentration of unsheltered residents is in Skid Row. There are approximately 4,300 homeless individuals in Skid Row of which approximately 2,150 are unsheltered, and the crisis in this area has recently been exacerbated by the recent typhus outbreak.

Expanded shelter capacity, as outlined in the City’s Comprehensive Homeless Strategy, is a means to alleviate the number of unsheltered individuals sleeping on the sidewalk every night. A best practice of shelter operation is to ensure participants receive a full range of case-management services to achieve long-term stabilization while they await connection to a housing solution such as Proposition HHH financed Permanent Supportive Housing.

To address the unsheltered crisis, at Council’s direction the City Homeless Coordinator and the City Administrative Officer reported on Motion (Huizar / Blumenfield - Bonin) (CF 15-1138-S31) relative to the needs and strategies for expanding crisis housing options and other services needed to address the needs of the unsheltered population living on the streets of Skid Row. This report found a scarcity of City-owned sites for shelter in the Skid Row area, and in response, the City directed staff to review possible lease arrangements with privately owned sites. Staff was also instructed to work with the Los Angeles Homeless Services Authority to address expiring leases relative to the following Skid Row homeless service operations:

a. The Bin, which provides voluntary storage of property; and
b. The Skid Row Refresh Spot, which provides hygiene facilities.

Funding for crisis bridge housing is provided in this year’s budget as part of the $20M Bridge Home Program as well as $45M through the State’s Homeless Emergency Aid Program (HEAP), and additional funding is available to address the conditions on Skid Row, through shelter, hygiene stations, storage and other service oriented investments.

To continue the City’s efforts to address the needs of Skid Row, which has included the establishment of the El Pueblo Bridge Home site, four new locations have come to the attention of Council District 14 and should be assessed by staff for the feasibility of establishing shelter and/or crisis response services on site:

[Signature]

NOV 20 2018
1. **442 South San Pedro Street**  
The Downtown Women's Center currently operates housing and supportive services and is interested in adapting its day-center to provide 24 shelter beds for women experiencing homelessness. The City should explore potential funding options to enable this project.

2. **2426 East Washington Blvd**  
The owner of the property has expressed interest in entering into a lease with the City to provide crisis bridge housing at the location.

3. **606 East 6th Street**  
A former church is centrally located in the Skid Row community and could provide space for hygiene and/or drop-in services.

4. **540 Towne Ave:**  
The property is centrally located in the Skid Row community and the owner of the property has expressed interest in entering into a lease with the City to provide crisis bridge housing at the location.

**I THEREFORE MOVE** that the City Council instruct the City Administrative Officer, with the assistance of the Chief Legislative Analyst, the Bureau of Engineering, Los Angeles Homeless Service Authority, and any other City department or affected stakeholder as necessary, to evaluate the four properties listed above to determine the suitability for providing crisis bridge housing and/or other crisis response facilities.

**I FURTHER MOVE** that the General Services Department be authorized to identify an on-site homeless service operator, negotiate the terms of a lease with potential service providers, and to report to Council on these actions.

**I FURTHER MOVE** that if the properties are determined to be suitable as crisis bridge housing and/or as a crisis response facility, the City Council instruct the City Homeless Coordinator to coordinate with Los Angeles County to identify funds for operation at the sites, including, but not limited to County Measure H revenue.

PRESENTED BY:  
JOSE HUIZAR  
Councilmember, 14th District

SECONDED BY:  

HSC - 12.20.2018 - Item 6
Attachment 12 - Mayor’s Office HEAP Request

FORM GEN. 160 (Rev. 6-80)

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: November 5, 2018

TO: Matt Szabo, Deputy Chief of Staff
Office of the Mayor

Richard Llewellyn, City Administrative Officer
Office of the City Administrative Office

FROM: Miguel Sangalang, Deputy Mayor for Budget & Innovation
Office of the Mayor

RE: HOMELESS BRIDGE HOUSING AND STREET-BASED HOMELESSNESS STRATEGIES
STAFFING PLAN FOR THE OFFICE OF THE MAYOR

At your request, the Office of the Mayor is submitting the following hiring plan to expedite the
delivery of the City’s homeless bridge housing and street-based homelessness strategies. In
total, the Office is requesting $272,000 to hire three (3) positions with the following
responsibilities:

Mayor’s Office of Budget and Innovation
Senior Operations Coordinator – Unified Homelessness Response Center (UHRC)
• Salary Range: $78,968.16 - $90,452.16 (Mayoral Aide V, Step 10-15, commensurate with
education, skills and experience)
• Manage and oversee the UHRC’s daily operations.
• Advance key Mayoral initiatives, conduct research and analysis, and provide direct
assistance to departments in achieving priorities and improving day-to-day operations
and responses to homelessness.
• Coordinate with City, County, and other partners to plan, execute, monitor, and
evaluate street-based homelessness strategies
• Implement the City’s outreach, engagement, and clean-up protocols

Mayor’s Office of Economic Opportunity
Project Manager – Construction Management
• Salary Range: $78,968.16 - $90,452.16 (Mayoral Aide V, Step 10-15, commensurate with
education, skills and experience)
• Work with the Bureau of Engineering to oversee all emergency bridge housing projects,
from the feasibility study, to design and pre-development, and through construction
management
• Desired Qualifications: Experience with project management, operations, or executive-
level construction administration
Memorandum to Matt Szabo, Office of the Mayor
Richard Llewellyn, City Administrative Office
November 5, 2018
Page 2 of 2

Project Coordinator – Homeless Engagement & Street Strategies

- Salary Range: $78,968.16 - $90,452.16 (Mayoral Aide V, Step 10-15, commensurate with education, skills and experience)
- Lead COMPSTAT-style performance management meetings and oversight (convening, directing, and tracking ABH projects to help ensure City departments reduce bottlenecks and adhere to the construction timeline outlined in Executive Directive No. 24)
- Desired Qualifications: Experience implementing CitiStat or CompStat; experience with project management, operations, or executive-level construction administration; and information technology and data analysis; understanding of homeless and housing service system.

Funding for all requested positions will be provided through the state funding allocated to administrative costs, known as the Homeless Emergency Aid Program.

Working with the CAO and the Mayor’s Budget Team, we will finalize, post, and begin hiring for all the positions as soon as possible.

If you have any questions, please contact Brian Buchner at brian.buchner@lacity.org or 213-978-2334, or Christina Miller at christina.miller@lacity.org or 213-978-1140.

cc: Brenda Shockley, Deputy Mayor of Economic Opportunity
    Dan Caroselli, Executive Officer of Budget & Innovation
    Zita Davis, Executive Officer of Economic Opportunity
## Attachment 13 – HEAP Wait List

<table>
<thead>
<tr>
<th>Council District/Department</th>
<th>Request</th>
<th>Description</th>
<th>Amount Requested</th>
<th>HEAP Category</th>
<th>HEAP Funding Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citywide</td>
<td>A Bridge Home Operating Funding</td>
<td>Prioritize funding to operate A Bridge Home facilities through June 30, 2021 if needed.</td>
<td>TBD</td>
<td>1</td>
<td>A Bridge Home</td>
</tr>
<tr>
<td>CD 6</td>
<td>A Bridge Home Facility (Motion Pending)</td>
<td>Establish a 70-100 bed bridge housing site in Council District 6</td>
<td>TBD</td>
<td>1</td>
<td>A Bridge Home</td>
</tr>
<tr>
<td>Mayor</td>
<td>Containers for Voluntary Storage Facilities</td>
<td>Purchase four (4) trailers to be used as voluntary storage facilities associated with A Bridge Home Sites. Identify sites for facilities within 90 days of purchase.</td>
<td>$440,000</td>
<td>1</td>
<td>A Bridge Home</td>
</tr>
</tbody>
</table>
| LASAN                       | Sanitation Department | - Mobile restrooms/hygiene center maintenance costs associated with clean-up activities.  
- Fund through Board of Public Works if Pit Stop Mobile Shower collaboration proves successful and additional capacity is needed.  
- NOTE: The A Bridge Home component of the Original request was withdrawn. | $3,666,551 | 3 | Hygiene |
<p>| 8,9,15                      | CD 8, 9, and 15 Motion | Vehicular homeless outreach program | $600,000 | 3 | Continue/Expand Outreach |
| 1                           | CD 1 Motion - Jail in-Reach | Jail In-Reach and Cargo Truck | $400,000 | 3 | Continue/Expand Outreach |
| 7                           | CD 7 North Valley Caring Services | Staff and supplies for the North Valley Caring Services for family navigation and supportive services | $450,000 | 3 | Families |
| HCID                        | HCID | One-time emergency financial assistance for 1,000 households, one Family Stability Advisor at each FamilySource Center for 1 year | $2,900,000 | 3 | Families |</p>
<table>
<thead>
<tr>
<th>Council District/Department</th>
<th>Request</th>
<th>Description</th>
<th>Amount Requested</th>
<th>HEAP Category</th>
<th>HEAP Funding Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>CD 7 LA Family Housing</td>
<td>Funds allocated to LA Family Housing for Crisis Housing for Individuals ($107,000), Client Flex Funds ($107,000), and Flexible Diversion Funds ($107,000).</td>
<td>$ 321,000</td>
<td>3</td>
<td>Other</td>
</tr>
<tr>
<td>9</td>
<td>CD 9 Motion</td>
<td>Community Based Organizations will host laundry day events for the homeless once or twice/month</td>
<td>$ 75,000</td>
<td>3</td>
<td>Other</td>
</tr>
<tr>
<td>15</td>
<td>Loose Litter Pilot Program</td>
<td>Employ persons experiencing homelessness to pick up loose litter</td>
<td>$ 2,950,000</td>
<td>3</td>
<td>Other</td>
</tr>
<tr>
<td>LAHSA</td>
<td>LAHSA - Part 1</td>
<td>Augment existing access center operations, 17 diversion/rapid solution specialists, ADA capital improvements, Rapid Re-Housing staffing support, and Safe Program site in each Council District for 2 years, Accessibility Improvements.</td>
<td>$24,628,800</td>
<td>3</td>
<td>Other</td>
</tr>
</tbody>
</table>