

ACTION CALENDAR July 16, 2013

To: Honorable Mayor and Members of the City Council

From: (Christine Daniel, City Manager

Submitted by: Jane Micallef, Director, Health, Housing & Community Services

Department

Subject: Homeless Commission Site Visit Plan

RECOMMENDATION

Take no action on the Homeless Commission's recommendation until September 2013, when all review Commissions have had a chance to review the proposed Site Visit Plan recommended by Staff.

FISCAL IMPACTS OF RECOMMENDATION

The fiscal impacts of the proposed Site Visit Plan recommended by staff will be discussed in the September Council item.

CURRENT SITUATION AND ITS EFFECTS

Staff have developed a proposal to provide Commissions that review applications for City funds an opportunity to visit community agency sites. The proposal balances this interest against available staff resources. The Homeless Commission's recommendation precedes the other review Commissions having an opportunity to review and comment on the staff proposal. The City Manager recommends that Council take no action until September 2013, at which time Council will have the benefit of hearing the perspective of all four review Commissions.

BACKGROUND

Every two years, the City of Berkeley combines multiple sources of funds into one consolidated *Request for Proposals* (RFP) and allocation process for community agencies. Four review Commissions (the Children Youth and Recreation, Homeless, Housing Advisory, and Human Welfare and Community Action Commissions) receive and discuss applications from community agencies as part of this process. Health, Housing & Community Services Department staff manages the RFP and allocation process and coordinates the review process among the four commissions. In past years, the Homeless, Housing Advisory and Human Welfare Commissions have made site visits during the allocation process to agencies applying for funding. This year, Commissions engaged in an abbreviated review process, which shortened the application itself, eliminated site visits to agencies and limited the amount of staff time available for extra meetings.

All review Commissions have expressed an interest in resuming site visits. Staff has developed a proposal for site visits, and presented the proposal to the Homeless Commission at their May 8 meeting. At the time this Council item was submitted, the staff proposal had not yet been presented to the remaining review Commissions. The Homeless Commission requested, however, that their proposal be submitted to Council. A full analysis of the perspectives of all four review commissions and the staff recommendation will be presented to Council in September.

RATIONALE FOR RECOMMENDATION

Staff will provide Council with a complete analysis and the perspectives of all four review commissions in September 2013.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Kristen Lee, Community Services Specialist III, HHCSD, 981-5427