



## Legislation Text

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**File #:** 22-0465, **Version:** 1

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**TO:**

Honorable Mayor and Members of the City Council

**THROUGH:**

Bruce Moe, City Manager

**FROM:**

George Gabriel, Assistant to the City Manager

**SUBJECT:**

Consideration of a Resolution Approving an Amendment to the Agreement with Harbor Interfaith Services Extending the Term an Additional Year and Increasing Maximum Compensation to \$139,020 for Budgeted Housing Navigation and Case Management Services (City Manager Moe).

**ADOPT RESOLUTION NO. 22-0156**

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**RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution No. 22-0156 approving Amendment No. 1 to the agreement with Harbor Interfaith Services which extends the term for an additional year and increases maximum compensation to \$139,020 for budgeted housing navigation and case management services.

**FISCAL IMPLICATIONS:**

The approved Fiscal Year 2022-2023 Operating Budget included \$68,000 for dedicated housing navigation and case management services. Sufficient funds are available for expenditures in this fiscal year. If City Council approves the amendment to the agreement, expenditures for services in Fiscal Year 2023-2024 will be budgeted as part of the budget process.

**BACKGROUND:**

At the November 16, 2021, meeting, City Council approved an agreement with Harbor Interfaith Services for dedicated homeless case management and housing navigation services in the amount of \$66,390. Following Council's action, a housing navigator/case manager was assigned to Manhattan Beach in January 2022 and began working at the Police Department in February 2022.

Since that time, the housing navigator/case manager has familiarized herself with the Police Department's homeless outreach team, the Mental Health Evaluation Team, the Manhattan Beach Library, and community non-profit Manhattan Beach Safe Alternatives for Everyone (MB SAFE). The housing navigator/case manager provides daily email reports summarizing activities and has weekly meetings with the City's Homelessness Liaison to discuss homeless clients and trends.

The current housing navigator/case manager is nearing nine months of service as the City's dedicated resource and the service is reaping benefits for the City's efforts to address homelessness. On a daily basis, the housing navigator/case manager typically has 2-3 interactions with homeless

individuals and actively manages approximately 7 clients who are interested in services at one time.

In March, Harbor Interfaith Services began to provide an individualized report to Manhattan Beach (Attachment #1) that summarizes key metrics and progress toward reaching goals (note: metrics from January and February are included in the beach cities regional grant report). In summarizing her reportable metric work, the following information reflects data from March - September and is summarized below:

- 276 interactions with homeless individuals (including repeat interactions with the same individuals);
- 70 unique clients assisted;
- 8 clients case managed (regular engagement centered around a housing plan);
- 9 clients assisted with document production or enrolled with benefits;
- 16 clients placed into interim housing;
- 6 treatment program referrals attained; and
- 6 stable housing placements.

### **DISCUSSION:**

To continue dedicated outreach and housing navigation services, staff has prepared an amendment to the original agreement. The proposed amendment revises the following terms:

1. Extends the agreement for an additional year until December 1, 2023;
2. Increases the maximum compensation by \$72,630 for a new maximum compensation of \$139,020 as well as an increase in reimbursable expenses to \$6,000;
3. Replaces the Scope of Services to revise target outcomes that reflect attainable goals; and
4. Replaces the Fee Schedule in accordance with fees set in the new maximum compensation referenced above.

The agreement ensures that the City will have access to a case manager/housing navigator that will be exclusively dedicated to serving the City of Manhattan Beach's homeless population and will not be a shared resource amongst other cities. The housing navigator/case manager will also assist homeless individuals in Manhattan Beach and conduct business Monday - Friday, 8:30 AM - 5:30 PM. However, hours may be flexed to conduct outreach in early/late hours or attend important meetings as needed. Additionally, the City will continue to provide suitable working space on City premises for the housing navigator/case manager to conduct necessary business and work in close coordination with the City's homelessness liaison and the Police Department.

### **CONCLUSION:**

Staff recommends that the City Council adopt Resolution No. 22-0156 approving Amendment No. 1 to the agreement with Harbor Interfaith Services which extends the term for an additional year and increases maximum compensation to \$139,020 for budgeted housing navigation and case management services.

### **LEGAL REVIEW:**

The City Attorney has approved the agreement as to form.

### **ATTACHMENTS:**

1. Resolution No. 22-0156
2. Amendment No. 1 - Harbor Interfaith Services

- 3. Agreement - Harbor Interfaith Services
- 4. Outreach Outcomes Report (March - September 2022)