



MEMORANDUM

DATE: February 28, 2023

TO: Honorable Mayor & Council

FROM: Mario Lara, Assistant City Manager

SUBJECT: Emergency Shelter and Enforcement Act of 2022 (ESEA)/Measure O Update

This is the first ESEA/Measure O written progress report to the city council since ESEA became effective December 23, 2022. No progress report was provided in January 2023 as the focus was on drafting protocol (see attached) in accordance with City/County Partnership agreement, which is integral to ESEA.

The ESEA also requires the city to collect data on the following efforts, and report on its progress to the city council every 30 days: 1) Providing emergency shelter space, 2) Eliminating encampments and unlawful camping.

1) Providing Emergency shelter space:

ESEA requires that by March 23, 2023, the city manager must identify and authorize at least 605 new emergency shelter spaces. The city can count any emergency shelter spaces authorized on or after December 31st, 2021. Below is a table enumerating the number of emergency shelter spaces identified and authorized by the city manager after this date.

Shelter	Capacity Identified/Authorized After 12/31/21
SHRA-Grove Avenue (Emergency Bridge Housing)	26
City-North 5th Navigation Center	59
City Motel Program	
Arden Acres (Oak Street Management)	100
Other Safe Programs	
Outreach & Engagement Center	50
Colfax Lease Safegrounds - Work in Progress/Est.	60
City/County 200 non-congregate site - Work in Progress/Est.	200
City/County Partnership - via Coordinated Access	
Salvation Army - Work in Progress/Est.	70
North A - Work in Progress/Est.	80
	645

2) Eliminating encampments and unlawful camping (in city-owned/public areas):

The City has not eliminated encampments and unlawful camping since the ESEA became effective; however, since adoption of the City/County partnership agreement and ESEA taking effect, three City/County outreach teams have focused outreach and engagement efforts in the following areas: X street corridor; Roseville Road; Dias Avenue; Setzer Mill/Front Street; Traction Avenue. Below are data related to City/County outreach team efforts in these areas as of preparation of this update:

Service Type	X - Corridor	Roseville Road	Dias Ave.	Setzer Mill/ Front St.	Traction	Total
Contacts	342	128	40	54	96	660
Engagements	182	88	32	36	64	402
Coordinated Access Referral	-	5	-	-	-	5
ID Voucher	15	11	8	-	-	34
HMIS Enrollments	42	17	-	-	3	62
Mental Health Assessments	13	3	1	-	3	20
Referrals	32	2	3	4	3	44
Mental Health Hospitalization	1	-	-	-	-	1
Safeground/Shelter Enrollment	3	-	5	4	5	17
Housed with family	-	-	-	1	-	1

In addition to City/County outreach efforts, PD Impact Team conducts sidewalk and critical infrastructure ordinance enforcement and encampment resolutions mainly by obtaining voluntary compliance with City Council adopted ordinances and coordinating removal of excess garbage.

Code Enforcement Team regularly enforces vehicular codes by removing vehicles including motorhomes/RVs that are illegally parked. Outreach is conducted prior to removing occupied vehicles and care is taken to avoid moving occupied vehicles during severe weather that meet threshold for weather respite activations.

Park Ranger Team regularly enforces City Council adopted ordinances that prohibit encampments and overnight camping in parks. Outreach is conducted prior to removing encampments within parks.

Mayor and Council are provided weekly updates and data on the city responses to homeless encampments and 311 calls for services related to homelessness and enforcement of sidewalk and critical infrastructure ordinances.

Collaboration Protocol for City-County partnership agreement on homelessness

This collaboration protocol provides practical guidelines for the implementation of the partnership agreement between the City of Sacramento (City) and the County of Sacramento (County) relating to homelessness, approved by both governing bodies on December 6, 2022.

A. Training and Data Sharing

1) Training

- a) The County will provide biannual Welfare and Institution Code § 5150 holds and necessary authorization training sessions for Department of Community Response (DCR) staff on a biannual yearly basis which shall be in the Spring and Fall each year. Such training will be provided in compliance with the Division of Behavioral Health Services Policy QM-05-03, including qualifications for designated staff.
- b) The County will offer Mental Health First Aid training sessions to DCR staff and DCR contracted outreach operator staff on a quarterly basis through regularly scheduled trainings. If additional trainings are necessary, the County will arrange special trainings for DCR or DCR contracted outreach operator staff.
- c) The County will provide County Public Health education and relevant communicable disease screening tools sessions to shelter operators contracted by the City at least twice a year upon request by the DCR Director (or designee) to County Director of Homeless Services and Housing.
- d) Each of the above training sessions shall be set and agreed upon by the Executive Leadership of the City (Assistant City Manager) and County (Deputy County Executive – Social Services).

2) Data Sharing

- a) While the County and the City use different systems for collecting and reporting on physical conditions and locations for camps and specific client outcomes, it is critical to the success of the collaboration that robust data sharing occurs. The County and City will both use the Homeless Management Information System (HMIS) with the primary intention of tracking actions performed by the joint City-County encampment

engagement teams (“engagement teams”) to connect individuals into shelter and housing as well as to track engagement efforts. Data on behavioral health diagnosis, treatment, and connections will be maintained in the County’s AVATAR system, but behavioral health staff on the team will record visits and any non-clinical supports in HMIS as appropriate. This will prevent potential double reporting and ensure that all data is centralized and standardized to enable streamlined analysis and reporting.

- b) The County and City will establish a new “supportive services only” outreach program in HMIS. This will allow the engagement teams to input information into the same system. In order to participate in the HMIS program, a community member must have a profile in the HMIS system.
- c) The HMIS supportive services only outreach program will comply with all HUD requirements to include collection of Universal Data Elements and Program Specific Data Elements. The County and City will work together with SSF to identify and program any additional data elements needed to capture and report out on the efforts of the engagement teams. The engagement teams will both be trained in use of HMIS and best practices for data collection and input.

B. Outreach and Services

1) Outreach

- a) The engagement teams will conduct outreach and engagement with the goal of connecting as many individuals as possible to supportive services, shelter, and housing.
- b) The engagement teams will utilize a person-led and “whatever it takes” approach in accordance with the Partnership Agreement section E (Outreach), subsection 1. The approach is strengths based, where people are acknowledged as the experts in their life with a focus on what they can do first, and any help they need second. A person-led approach should support and enable a person to build and keep control over their life, the team will respect the individual's voice and choice.
- c) The engagement teams will wear a unique uniform as agreed upon by the Executive Leadership of the City (Assistant City Manager) and County (Deputy County Executive – Social Services).

2) Details of Outreach Phases:

- a) Identification of Priority Sites. DCR will identify priority sites for the engagement teams to engage based on qualitative needs assessments, impact on livability, calls for service volume from City 311, Sacramento Police Department, Sacramento Fire Department, and other factors that present a high-priority response need. Once identified, the engagement teams will address these sites at a minimum of five-days a week as set forth in these protocols.
- b) Outreach and Assessments. The engagement teams will provide outreach, shelter referrals as space becomes available and Behavioral Health Services (BHS) connections to mental health and alcohol and other drug (AOD) services. Individuals will be enrolled in Coordinated Access System (CAS) and HMIS systems and work with teams to make shelter and BHS connections during consistent site visits.
- c) Ongoing engagement and referrals: The engagement teams will continue maintenance of encampment sites with a focus on establishing relationships and connections with individuals. Encampment site maintenance will include, but is not limited to: (i) shelter and/or Safe Ground/Parking referrals; (ii) connection to community-based services; (iii) reconnection or reengagement with BHS and mental health service providers; and (iv) monitoring and assisting clients in service engagement.
- d) Saturation and completion: Engagement teams will continue work at identified priority sites until City and County management assess the site to be fully saturated ("saturated or saturation" is when community members are willing to engage in services that have been offered and/or connected to appropriate and available providers). Upon saturation, the engagement teams will be re-deployed to new priority sites and the previous site will be transitioned to maintenance phasing by DCR.

3) Engagement Team Services.

- a) The following services shall be provided by County staff assigned to engagement teams:
 1. Screenings to determine level of interest and needs in mental health treatment services; explaining what a referral and linkage would entail (e.g., what is the client's expected level of participation, with a focus on strengths-based recovery). If individuals are found to already be linked, they will receive support in re-connecting to services.

2. Assessments (if client agrees to one) to evaluate the client's symptoms, history, and strengths to determine eligibility and appropriate level of services to adequately address their needs.
 3. Referrals to Mental Health Plan (MHP) (based on results of assessments) are then made by County Behavioral Health staff. These can include referrals for outpatient mental health treatment services; substance use treatment; and full-service partnerships (FSP) who often may also provide permanent supportive housing (PSH). Referrals to other needed services can be provided as well.
 4. Short-term case management and problem-solving services can also be provided including ensuring a warm hand off (e.g., a transition conducted between two respective members of the support teams in the presence of the individual) to outpatient treatment services and connection to other behavioral health resources.
- b) The following services shall be provided by the City staff and/or contractors assigned to engagement teams:
1. The City will be responsible for referrals of individuals into Coordinated Access System (CAS) and any available and stable facilities.
 2. DMV voucher referral for identification issuance (required for motel/hotel stays as well as being eligible for housing).
 3. Assistance with obtaining other personal documentation.
 4. Support with transition to shelter when a bed becomes available (e.g., supporting client in physically getting to the shelter, maintaining connection with clients as they await shelter space).
 5. Support with family reunification efforts either by connecting with the HOPE Cooperative reunification program, or other available community-based organizations.
 6. Provide direct linkage with to immediate services for acute needs (e.g., Wellspace CRBH Center, Mental Health Urgent Care, community based medical care).
 7. Transportation to emergency shelters and other services as needed in coordination with County and community-based organization (CBO) resources.
- 4) Outreach review.
- a) The County's Department of Homeless Services and Housing Program Manager and City's DCR Coordinator Program Manager will hold a focused meeting every 30-days for the first six-months to review and further collaborate

on the future makeup and deployment of outreach efforts to meet the needs of persons experiencing homelessness within the City. Thereafter, upon mutual agreement, these meetings can be held every 90-days.

C. Shelter and Respite Centers

1) Shelters

- a) To demonstrate the shared commitment to the use of the Coordinated Access System (CAS), the City and County will fully integrate all of their emergency shelter beds into the CAS to the extent possible, including all new beds. City and County outreach staff will make referrals to shelters through the CAS to the extent it is operational. The use of the CAS will be discussed at least monthly in meetings between the City Director of DCR (or designee) and the County Director of Homeless Services and Housing.

2) Respite and Weather Respite Centers

- a) Activation protocol. The City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee) will coordinate upon the activation of all respite locations and weather respite centers. For every respite location or weather respite center, to the extent possible, spaces will not be held in reserve and walk-ins will be welcomed.
- b) Screening. The City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee) will coordinate on the proper screening procedures of guests at the respite location or weather respite center.
- c) Communication. Outreach communications and messaging to guests at a respite location or weather respite center will be consistent and agreed upon by the City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee)
- d) Deactivation protocols. Upon the conclusion of a respite location or weather respite center, the City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee) will coordinate on the relocation of individuals from the centers in conformance with the Partnership Agreement and the above Section B (Outreach and Services).

D. Funding

- 1) City and County will dedicate staff to participate in the monthly Funder's Collaborative Meeting, hosted by Sacramento Steps Forward (SSF) and endeavor to

agree on funding decisions for programs intended to serve persons experiencing homelessness and apply collaboratively when reasonable.

- 2) City and County staff will meet at least every month to discuss, strategize, and coordinate grant opportunities that the City and or County can work together or assist each other on.

E. Planning and Accountability

1) Performance Management Plan.

- a) The following metrics will be used to evaluate the outcomes and impact of the Partnership Agreement:
 1. Number of trainings conducted by the County for City staff each year to include:
 - i. Number of City staff that attended each County training session;
 - ii. Number of City contracted staff that attended each County training session.
 2. Number of Emergency Shelters within the City visited by County staff and contractors.
 3. Number of shifts that County staff or contractors were on site at Emergency Shelters within the City.
 4. Number of unduplicated people seen in Emergency Shelters within the City by County staff or contractors, as referred by Shelter Operations staff (including numbers of people connected to ongoing County services, Permanent Housing and behavioral health treatment).
 5. Number of new emergency shelter spaces generated in accordance with the City and County Partnership Agreement.
 6. Number of contractual or grant programs that the City and County collaborate on together.
 7. Total grant funding received from City and County collaborative grant applications.
 8. Total number of encampments served by the encampment engagement teams.

2) Communication


- a) The Assistant City Manager and the Deputy County Executive of Social Services will meet at least monthly.
- b) The City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee) and representatives from other Departments in the County (Health Services, Human Assistance, etc.) will meet at least monthly to discuss overall strategy, emergency shelter, housing, CAS, public assistance benefits, behavioral health services and medical outreach/services.
- c) To discuss communication and public messaging, the City and County Public Information Officers (PIO) will meet at least monthly.
- d) To discuss the pursuit of additional funding sources to serve persons experiencing homelessness and consistency in contractor requirements and standards, designated City and County staff involved in homeless programming and administration will meet at least monthly.

3) Community Engagement

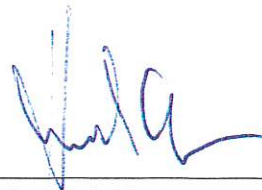
- a) The City Director of DCR (or designee) and the County Director of Homeless Services and Housing (or designee) will coordinate on community meetings in the City where discussion of the engagement teams or the City-County partnership would be of benefit to community members.

4) Subsequent Agreements

- a) This protocol will be reviewed and updated annually or as needed to reflect updates to protocols and practices.

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