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*Setting the Standard in Health Care Excellence*

December 19, 2023

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, California 93009

**Subject:**

**Approval of, and Authorization for the Health Care Agency's (HCA) Director or Designee to Sign Amendment No. 2 to the Professional Services Agreement with the City of Oxnard for the Encampment Grant Program in the Amount of \$291,000 Increasing the Award Amount from \$1,390,000 to \$1,681,000, Effective September 15, 2021, through September 30, 2023; Authorization for HCA's Director or Designee to Sign an Agreement with Dilnik, Inc. in the Amount of \$2,036,195 for Hotel Services provided at Mission Bell Hotel, Bayshore Inn, and the Loop Motel During the Period September 20, 2021 and July 31, 2023; Ratification of HCA's Provision of Services Under the Terms of these Agreements in Anticipation of Your Board's Approval; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions. (Recommendation No. 4 and requires a 4/5ths Vote).**

**Recommendations:**

1. That your Board authorize the Healthcare Agency's (HCA) Director or designee to sign amendment No.2 to the professional services agreement with the City of Oxnard for the Encampment Grant Program in the amount of \$291,000, increasing the award amount from \$1,390,000 to \$1,681,000, effective September 15, 2021 through June 30, 2023. (Exhibit 1)
2. That your Board approve and authorize the HCA Director or Designee to sign a agreement with Dilnik, Inc. in the amount of \$2,036,195 for hotel services at Mission Bell Hotel, Bayshore Inn, and the Loop Motel during the period September 20, 2021 and July 31, 2023. (Exhibit 2)
3. Ratification of HCA's provision of services under the terms of these agreements in anticipation of your Board's approval.
4. That your Board authorize the Auditor-Controller to process the necessary accounting transactions to revise appropriations and revenues for HCA as follows for FY2023-2024 (requires 4/5th vote):

**VCMC Fund E500**

Increase

**Budget Unit 3300-3301:**

Intergovernmental Revenues \$2,036,195

Increase

Services and Supplies

\$2,036,195

**Reason for Ratification:**

In order to begin services to homeless clients living unsheltered in encampments as quickly as possible, HCA began outreach and emergency shelter services at the beginning of the original City of Oxnard grant agreement start date of September 15, 2021 during the COVID pandemic. The total amount of services needed, particularly for meals and emergency shelter, was difficult to anticipate and some individuals required more services than others. In order to continue this program without interruptions to services, HCA sought additional funds to pay the owner of the three motels used for the emergency shelter component in anticipation of your Board's approval. Those funds have now been identified and made available by the City of Oxnard.

**Fiscal Impact HCA:**

Mandatory: No  
Source of Funding: City of Oxnard  
Funding Match Required: No  
Impact on Other Departments Minimal

**Summary of HCA Annual Revenues and Costs Under this Agreement:**

	<u>FY 2023-24</u>	<u>FY 2024-25</u>
Revenue:	\$ 2,036,195	\$0
Direct Cost:	\$ 2,036,195	\$0
Indirect Cost:	Minimal	\$0
Net County Cost	\$0	\$0

**FY2023-24 Budget Projection:**

<b>FY 2023-24 Budget Projections for Ventura County Medical Center #3300</b>				
	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Projected Actual</b>	<b>Estimated Savings/(Deficit)</b>
Expenditures	\$673,790,899	\$673,790,899	\$673,790,899	\$0
Revenue	\$665,452,626	\$665,452,626	\$665,452,626	\$0
Operational Income/(Loss)	(\$8,338,273)	(\$8,338,273)	(\$8,338,273)	\$0

The operational income includes "Operating Transfers In" that are primarily attributed to County contribution.

**The City of Oxnard Encampment Grant Program:**

<b>Description</b>	<b>Budget</b>
Personnel and Benefits	\$190,000
Management and administrative personnel (salary and benefits)	\$0
Administrative costs (transportation and cellphones)	\$0
Meals provision for program participants	\$129,182
Hotel/Motel provision for program participants	\$1,361,818
<b>TOTAL</b>	<b>\$1,681,000</b>

**Below is a summary of expenditures across all grant sources for the emergency shelter component of the encampment grant program:**

<b>Grant</b>	<b>Grant Amount</b>	<b>Motel Stays</b>	<b>Meals</b>	<b>Total Billed to Grant</b>
CoC	\$275,000.00	\$0	\$275,000.00	\$275,000.00
City of Oxnard	\$1,200,000.00	\$1,200,000.00	\$0	\$1,200,000.00
Oxnard Additional \$	\$291,000.00	\$161,818.00	\$129,182.00	\$291,000.00
WPC	\$1,568,200.00	\$1,568,759.00	\$0	\$1,568,759.00
<b>Total</b>	<b>\$3,334,200.00</b>	<b>\$2,930,577.00</b>	<b>\$404,182.00</b>	<b>3,334,759.00</b>

**Strategic Plan Priority:**

The items presented in this Board letter supports the Address Homelessness and Lift Up the Most Vulnerable strategic priority of the County Strategic Plan as it is designed to provide short and long-term housing options with wrap-around services to foster well-being and self-sufficiency for individuals experiencing homelessness, and meet/sustain basic needs and be a reliable safety net for our vulnerable populations.

**Discussion:**

On July 27, 2021 your Board approved and authorized HCA's Director to accept a grant award from the City of Oxnard for encampment services including outreach, case management, and emergency shelter in the amount of \$790,000. On September 15, 2021 the program launched and HCA began providing outreach services to people who were homeless with an initial focus on a homeless encampment often referred to as "Halaco". Through these outreach efforts, HCA staff engaged encampment residents into the emergency shelter component of the program where HCA staff provided case

management and worked with each client on individualized housing plans. The program successfully engaged 66 people from the Halaco encampment into the emergency shelter component of the program. Following the resolution of the Halaco encampment high demand for the program continued and HCA continued to provide outreach services and emergency shelter to other individuals living in homeless encampments including the Ormond Beach Canal. In order to respond to the large need for HCA encampment response services, HCA sought and secured additional funds for the program.

In March 2022, HCA was invited to apply for additional funds to add to the existing City of Oxnard agreement and was awarded an additional \$600,000 for emergency shelter. On September 20, 2022 your Board approved to accept this award bringing the total emergency shelter grant award to \$1,200,000 and total grant award amount of \$1,390,000 (first amendment).

On October 15, 2019 your Board approved the acceptance of Whole Person Care One Time Housing Funds. These funds from the Department of Health Care Services (DHCS) are intended to serve adult Medi-Cal beneficiaries who are mentally ill and homeless or at risk for homelessness and have a demonstrated medical need for housing or supportive housing services. The funding can be used for short-term and long-term housing such as hotel vouchers and rental subsidies and capital investments for housing projects. To expand the number of people the encampment grant can serve and to allow for longer stays while participants and their case managers identify housing opportunities, HCA allocated the Whole Person Care One Time Housing Funds to provide motel vouchers for participants identified through the Oxnard Encampment Grant.

On February 10, 2023 the Ventura County Continuum of Care (CoC) authorized HCA to spend ESG-CV funds, in accordance with our subrecipient contract for the 2020-22 State ESG-CV Program for the use of non-congregate shelter, adding \$275,000 in funds to the encampment response project.

Finally, the City of Oxnard has offered to add an additional \$291,000 to the Encampment Response Project, bringing the emergency shelter total award to \$1,491,000 and the total grant award to \$1,681,000.

Appropriations were inadvertently overlooked in the Board Letters accepting the above Whole Person Care One Time Housing and City of Oxnard Encampment Grant funding so this Board Letter establishes appropriations for any remaining amounts to be received or paid out for FY 23-24. Approval of this Board Letter will also authorize payment for to Dilnik, Inc. in the Amount of \$2,036,195 for hotel services provided at Mission Bell Hotel, Bayshore Inn, and the Loop Motel during the period September 20, 2021 and July 31, 2023. The documentation supporting this amount and the related services has been thoroughly reviewed and confirmed.

This letter has been reviewed by the County Executive Office, CEO-HR, County Counsel, and Auditor-Controller's Office. If you have any questions regarding this item, please contact Theresa Cho, MD Ambulatory Care Director at (805) 677-5223.

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Theresa Cho, MD  
CEO, Ambulatory Care

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Barry L. Zimmerman  
Health Care Agency Director

**Attachments:**

Exhibit 1: City of Oxnard Professional Services Agreement Amendment 2  
Exhibit 2: Agreement with Dilnik, Inc.