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*Setting the Standard in Health Care Excellence*

November 7, 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 Accept the City of Oxnard Grant Award for the Encampment Resolution Funding Program in the Amount of \$1,163,614, Effective November 1, 2023, through October 31, 2024; Approval of and Authorization for the HCA Director or Designee to Sign a Professional Services Agreement with the City of Oxnard for the Encampment Resolution Funding Program Effective November 1 2023, through October 31, 2024; Ratification of HCA's Provision of Services Under the Terms of the Professional Services Agreement in Anticipation of Your Board's Approval; Adoption of a Resolution Adding Seven Regular Positions Within Health Care Agency's Ambulatory Care Division Effective November 1, 2023, through October 31, 2024; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions. (Recommendations No. 5 and 6 require 4/5ths Vote).**

**Recommendations:**

1. That your Board authorize the Healthcare Agency's (HCA) Director or designee to accept a City of Oxnard grant award in the amount of \$1,163,614, effective November 1, 2023 through October 31, 2024.
2. That your Board approve and authorize the HCA Director or Designee to sign a professional services agreement with the City of Oxnard for the Encampment Resolution Funding Program (Exhibit 1).
3. That your Board ratify HCA's provision of outreach and case management services effective November 1, 2023 under the terms of the professional services agreement in anticipation of your Board's approval.
4. That your Board adopt the attached Resolution (Exhibit 2) adding seven regular FTE grant-funded positions effective November 1, 2023, through October 31, 2024 as follows:

ADD:

<u>Job Code</u>	<u>Classification Title</u>	<u>FTE</u>	<u>Range (monthly)</u>	<u>Annual Salary</u>
00406	Community Services Coordinator	1	\$4,898.77 - \$6,867.36	\$58,785.18 – \$82,408.31
01719	Community Health Worker	4	\$3,508.48- \$4,927.26	\$42,101.82 - \$59,127.07
01476	Alcohol and Drug Treatment Specialist III	1	\$4,479.21 - \$6,276.45	\$53,750.54 - \$75,317.36
00623	Program Administrator II	1	\$6,247.67 - \$8,747.60	\$74,972.05 - \$104,971.17

5. 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):

<b>VCMC Fund E500</b>	<b>Budget Unit 3300-3301:</b>	
Increase	Salaries and Benefits	\$735,930
Increase	Services and Supplies	\$11,584
Increase	Intergovernmental Revenue	\$747,514

6. That your Board approve an increase in appropriations of \$416,100 to HSA AAA to provide meal services through June 30, 2024, and authorize the Auditor-Controller to process necessary budgetary transactions for additional funding and to adjust appropriations and fund balance for AAA (requires 4/5ths vote):

<b>HSA AAA Fund G001</b>	<b>Budget Unit 3500-3501:</b>	
Increase	Services and Supplies	\$ 416,100
Increase	Intergovernmental Revenue	\$ 416,100

**Reason for Ratification:**

The City of Oxnard received City Council approval on September 19, 2023 to enter into an agreement with the State of California for the receipt and use of the Encampment Resolution Fund grant. The use of those funds includes a partnership with the Ventura County Healthcare Agency to provide outreach and case management services to homeless individuals who are connected to two large homeless encampments within the City of Oxnard. The Professional Services Agreement attached as Exhibit 1 will also go

before the Oxnard City Council on November 7, 2023. Due to serious unsanitary and environmental concerns in these encampments and grant requirements, there was urgency to begin this program, and the services were provided in anticipation of your Board’s approval.

**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:	\$498,343	\$249,171
Direct Cost:	\$498,343	\$249,171
Indirect Cost:	Minimal	Minimal
Net County Cost	\$0	\$0

**FY2023-24 Budget Projection:**

<b>Current 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 Resolution Funding (ERF) will be used as follows:**

<b>Description</b>	<b>Budget</b>
Program personnel (salary and benefits)	\$559,781
Management and administrative personnel (salary and benefits)	\$176,149
Administrative costs (transportation and cellphones)	\$11,584
Meals provision for program participants	\$416,100
<b>TOTAL</b>	<b>\$1,163,614</b>

**Fiscal Impact HSA/AAA:**

Mandatory: No  
 Source of Funding: Health Care Agency  
 Funding Match Required: No  
 Impact on Other Departments: Area Agency on Aging

**Summary of HSA/AAA Annual Revenues and Costs Under this Agreement:**

	<u>FY 2023-24</u>	<u>FY 2024-25</u>
Revenue:	\$ 277,400	\$ 138,700
Direct Cost:	\$ 277,400	\$ 138,700
Indirect Cost:	Minimal	Minimal
Net County Cost	\$0	\$0

<b>FY 2023-24 Adopted Budget for HSA Area Agency on Aging – Division 3500</b>				
	<b>Adopted Budget</b>	<b>Adjusted Budget</b>	<b>Projected Budget</b>	<b>Estimated Savings/(Deficit)</b>
Expenditures	\$12,480,795	\$13,540,346	\$13,540,346	\$0
Revenue	\$11,068,330	\$11,068,330	\$11,068,330	\$0
Operational Income/(Loss)	\$1,412,465	\$2,472,016	\$2,472,016	\$0

**Background:**

In Fall 2021 Ventura County Healthcare Agency, and the City of Oxnard launched an encampment response program modeled after the successful Ventura County Backpack Medicine and Whole Person Care programs to provide outreach and case management

services to homeless people living in encampments within the city of Oxnard. Through the encampment response program clients experienced many successes including family reunification and securing permanent housing.

The Encampment Resolution Funding Program follows a similar model to respond to two large homeless encampments that currently exist in Oxnard often referred to as “5<sup>th</sup> and Harbor” and “Perkins/McWane”. The two encampments have an estimated aggregate total of seventy-five people. In partnership with Ventura County Continuum of Care, the

The City of Oxnard submitted a grant application to the State of California’s Encampment Resolution Fund proposing a plan to respond to both encampments. On June 14, 2023, the State of California awarded a grant from the Encampment Resolution Fund to allow

the City of Oxnard and County of Ventura to cooperate on an effort to provide services and relocation assistance to the residents of these encampments with a path to permanent supportive housing.

**Discussion:**

On February 28, 2023, the Ventura County Continuum of Care (VC CoC) and the City of Oxnard submitted an application to the State’s Encampment Resolution Funding (ERF) Program for funds to respond to two sizable homeless encampments known as “5<sup>th</sup> and Harbor” and “McWane/Perkins”. The ERF Program aims to assist individuals residing in these encampments through outreach, case management, interim shelter, and connection to permanent supportive housing.

On September 19, 2023, the City of Oxnard received City Council approval to receive an award of \$4,015,638.88 from the State’s Encampment Resolution Fund. From this award and with your Board’s approval, the City of Oxnard will enter into a professional services agreement with Ventura County Health Care Agency to provide outreach and case management services. The City will also enter into agreements with City of Oxnard motels to serve as interim shelter under the program.

With your Board’s approval, HCA will utilize the encampment response funding program funds to hire 1.0 FTE Community Services Coordinator, 4.0 FTE Community Health Workers, 1.0 FTE Alcohol and Drug Treatment Specialist III, and 1 Program Administrator II. The One Stop Program Assistant, who is already in place, will supervise the front-line staff, and the CalAIM Program Manager, who is already in place, will oversee the Program Administrator and grant administration of this program. HCA staff will provide street outreach services to engage encampment inhabitants with services including the interim shelter component of this program. Once in shelter, HCA case managers will work onsite with clients to develop housing plans, gather chronic homelessness documentation, complete vulnerability assessments in the Homeless Management Information System (HMIS) and present clients for permanent supportive housing opportunities through the VC CoC Coordinated Entry System, Pathways to Home. Staff will also work to integrate this program with existing Health Care for the Homeless Services including street medicine and connection to Enhanced Care Management (ECM) and Community Supports for clients who are eligible for services through these CalAIM Medi-Cal benefits funded by Gold Coast Health Plan. ECM provides comprehensive care management that coordinates health and health-related care and services. Community Supports are services that help address members’ health-related social needs. At the end of the contract, it is envisioned that staff will transition to providing CalAIM services or work for a Day Habilitation CalAIM community support currently under development.

Although the usual procedure for positions related to grant funded positions is to create them as fixed term (See: Policy No. Chapter II-5 ”Grant, Subvention & Subsidy

Terminations or Reductions) HCA has an alternative source of funding in the CalAIM ECM and Community Supports funding and these positions qualify to be supported by those funds in the future.

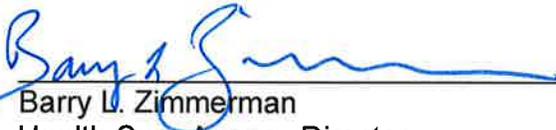
Participants receiving interim shelter through hotel contracts negotiated by the City of Oxnard will receive meals to ensure proper nutrition during their stay. Funding for those meals is included in this Agreement. The meals will be provided by the Area Agency on Aging through a Memorandum of Understanding with the Health Care Agency.

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



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Jennifer Harkey  
Ventura County Continuum of Care

**Attachments:**

Exhibit 1: City of Oxnard Professional Services Agreement

Exhibit 2: Resolution