



Berkeley Homeless
Services Panel of Experts

MEETING AGENDA
February 1, 2023 – 7:00 PM

Join Zoom Meeting: <https://zoom.us/j/92491365323>

To join by phone: Dial 1-669-900-6833 and enter Meeting ID: 924 9136 5323

Commission Secretary: Josh Jacobs (jjacobs@cityofberkeley.info; 510-225-8035)

Mayor Arreguin:
Carole Marasovic

Rashi Kesarwani:
Vacant

Terry Taplin:
Denah Bookstein

Ben Bartlett:
Paul Kealoha-Blake

Kate Harrison:
Mary Ann Meany

Sophie Hahn:
Cameron Johnson

Susan Wengraf:
Alice Feller

Rigel Robinson:
Donnell Jones

Lori Droste
Vacant

All items are for discussion and possible action.

1. Roll Call.
2. Public Comment on non-agenda items.
3. Approval of Minutes from January 4, 2023. [Attachment 1].

Updates/Action Items:

4. Agenda Approval.
5. Chair report.
6. Recommendation on approving Measure P funding for new application for Project Homekey. Discussion and possible action.
7. Recommendation on approving Measure P funds for Encampment Resolution Funding Program with motel leasing, matched by the state. Discussion and possible action.
8. Recommendation for centralization of inclement weather needs. Discussion and possible action.
9. Recommendation on identifying another RV parking lot(s) overseen by a provider with safety inspections and recommendation on waste management for RVs parked on the streets, both to be funded through Measure P monies. Discussion and possible action.
10. Recommendation affirming earlier HSPE recommendations for a crisis stabilization center and a domestic violence transition house, both to be funded through Measure P monies. Discussion and possible action.

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11. Recommendation for Measure P funds to be directed towards issuance of a RFP to a provider to research and address through prevention, outreach, treatment and other strategies fentanyl use due to high rise in fentanyl-related deaths. Discussion and possible action.
12. Recommendation to Council that City contract monitors review disability accommodations to all agencies receiving funding confirm disability accommodations or have a definitive plan to make disability accommodations prior to receiving funding. Discussion and possible action.
13. Chair and Vice Chair Elections. Discussion and possible action.
14. Discussion on rescheduling the April, 2023 meeting. Discussion and possible action.
15. Discussion on impact that HSPE has on Council decisions in oversight, allocating funding, and establishing new programs. Discussion and possible action.
16. Specialized care unit protocol. Discussion and possible action.
17. Adjourn.

Attachments:

1. Minutes from January 4, 2023.
2. Measure P Funding for a Future Homekey 3 Project.
3. Encampment Resolution Funding Program Application Proposal.
4. Update – Return to In-Person Meetings.

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the City Council will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.

To join by phone: Dial 1-669-900-6833 and enter Meeting ID: 938 4539 3201. If you wish to comment during the public comment portion of the agenda, Press *9 and wait to be recognized by the Chair.

Correspondence and Notice of Decision Requests:

Deadlines for Receipt:

- A) Supplemental Materials must be received by 5 PM the day before the meeting.
- B) Supplemental Communications must be received no later than noon the day of the meeting.

Procedures for Distribution:

- A) Staff will compile all Supplemental Materials and Supplemental Communications received by the deadlines above into a Supplemental Packet, and will print 15 copies of this packet for the Commission meeting.
- B) For any Supplemental Material or Communication from a Commissioner received after these deadlines, it is the Commissioner's responsibility to ensure that 15 printed copies are available at the meeting. Commissioners will not be reimbursed for any printing or materials expenses.

C) Staff will neither print nor distribute Supplemental Communications or Materials for subcommittee meetings.

Procedures for Consideration:

A) The Commission must make a successful motion to accept and receive all Supplemental Materials and Communications into the record. This includes the Supplemental Packet compiled by staff.

B) Each additional Supplemental Material or Communication received by or before the meeting that is not included in the Supplemental packet (i.e., those items received after the respective deadlines above) must be individually voted upon to be considered by the full Commission.

C) Supplemental Materials subject to a Commission vote that are not accepted by motion of the Commission, or for which there are not at least 15 paper copies (9 for each Commission seat, one for staff records, and 5 for the public) available by the scheduled start of the meeting, may not be considered by the Commission.

***Supplemental Materials** are defined as any items authored by one or more Commissioners, pertaining to an agenda item but available after the agenda and packet for the meeting has been distributed, on which the Commission is asked to take vote at the meeting. This includes any letter to Council, proposed Council report, or other correspondence on behalf of the Commission for which a full vote of the Commission is required.

****Supplemental Communications** are defined as written emails or letters from members of the public or from one or more Commissioners, the intended audience of which is the full Commission. Supplemental Communications cannot be acted upon by the Commission, and they may or may not pertain to agenda items.

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Health, Housing & Community Services Department located at 2180 Milvia Street, 2nd Floor.

Public Comment Policy:

Members of the public may speak on any items on the Agenda and items not on the Agenda during the initial Public Comment period. Members of the public may not speak more than once on any given item. The Chair may limit public comments to 3 minutes or less.

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Health, Housing & Community Services Department located at 2180 Milvia Street, 2nd Floor.

COMMUNITY ACCESS INFORMATION

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least 3 business days before the meeting date. Please refrain from wearing scented products to this meeting.

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. The Health, Housing & Community Services Department does not take

a position as to the content. Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. The Health, Housing & Community Services Department does not take a position as to the content.

ADA Disclaimer "This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services Specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting."



Berkeley Homeless
Services Panel of Experts

MEETING MINUTES

January 4, 2023

1. **Roll Call:** 7:00 PM
Present: Bookstein (absent until 7:12 PM), Johnson, Jones, Kealoha-Blake (absent until 7:22 PM and after 7:57 PM), Marasovic, and Meany.
Absent: Feller.
Staff: Jacobs.
Council: None.
Public: 12.

2. Comments from the Public: 0.

Update/Action Items

3. Approval of Minutes from November 2, 2022.

Action: M/S/C Johnson/Marasovic move to approve the minutes as written.

Vote: Ayes: Johnson, Jones, Marasovic, and Meany.
Noes: None. *Abstain:* None. *Absent:* Bookstein, Feller, Kealoha-Blake.

4. Agenda Approval.

Action: M/S/C Johnson/Marasovic move to approve the agenda as written.

Vote: Ayes: Johnson, Jones, Marasovic, and Meany.
Noes: None. *Abstain:* None. *Absent:* Bookstein, Feller, Kealoha-Blake.

5. Discussion on approach taken by a Santa Barbara community to address community's fears of homelessness through collaboration between small business owners and homeless advocates. Discussion and possible action.

Discussion; no action taken.

6. Chair report. Discussion.

Discussion; no action taken.

7. Recommendation for centralization of inclement weather needs. Discussion and possible action.

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Marasovic/Johnson move to recommend to City Council that they refer to the Budget and Finance Committee a recommendation for the centralization of inclement weather needs.

Vote: Ayes: Bookstein, Johnson, Jones, Marasovic, and Meany.
Noes: None. Abstain: None. Absent: Feller, Kealoha-Blake.

8. Recommendation for hot line identifying whether warming center will be open that same evening. Discussion and possible action.

Discussion; no action taken.

9. Discussion on the relocation of recreational vehicle lot formerly at SPARK. Discussion and possible action.

Discussion; no action taken.

10. Discuss allocation for health care benefits for DDH shelter workers and possible requirement for back-up staffing in the event of an emergency. Discussion and possible action.

Discussion; no action taken.

11. Discussion on site visits to Harrison House/Sankofa House and Bridget House and plan next site visit. Discussion and possible action.

No action taken.

12. Discussion on impact that HSPE has on Council decisions in oversight, allocating funding, and establishing new programs. Discussion and possible action.

No action taken.

13. Discussion on workplan. Discussion and possible action.

No action taken.

14. Discussion on rescheduling the April, 2023 meeting. Discussion and possible action.

No action taken.

15. Adjourn.

Meeting adjourned at 9:32 PM.

Public

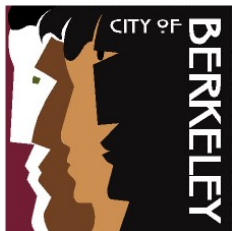
*Homeless Services Panel of Experts
January 4, 2022*

Minutes Approved on: _____

Josh Jacobs, Commission Secretary: _____

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E-mail: hspe@cityofberkeley.info | [Homeless Services Panel of Experts](#)



Berkeley Homeless
Services Panel of Experts

MEMORANDUM

To: Homeless Services Panel of Experts

From: Jenny Wyant, Senior Community Development Project Coordinator

Date: February 1, 2023

Subject: **Approve Measure P Funding for a Future Homekey Project**

Recommendation

Recommend that Council approve up to \$8.5M in Measure P funding for one Homekey housing development, to be selected through a competitive process based on applicant qualifications, project feasibility, and assessment of competitiveness for state Homekey funds.

Current Situation and Effects

Upcoming State Homekey NOFA

The State of California Department of Housing and Community Development (the "State") is expected to release a Notice of Funding Availability (NOFA) for round three of the Homekey program in March 2023, and to accept applications and award funds on a first come, first served basis.

The City is therefore motivated to apply for Homekey funds as early as possible. Staff plan to submit an application in April 2023 for the selected project, or as soon as is feasible after the State's Homekey NOFA release and City Council's approval.

In order to expedite the City's application for a Homekey project and maximize the chances of successful award, staff request that the Homeless Services Panel of Experts demonstrate support for a Homekey project generally, and recommend the use of City funds for this purpose.

City's Homekey RFP

In anticipation of the State's upcoming Homekey 3 NOFA, the City issued a Request for Proposals (RFP) on November 29, 2022 to select an eligible Homekey project and

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development team. Health, Housing and Community Services (HHCS) received two proposals for the following projects:

- Russell Street (1741, 1743, and 1747 Russell Street)
- Rodeway Inn (1461 University Avenue)

Berkeley Food & Housing Project (BFHP) is requesting \$8.43M to purchase and rehabilitate two adjacent parcels where it currently operates a 17-bed Board and Care and 4 units of interim housing. BFHP proposes two development phases. In the first phase, BFHP will rehabilitate and operate 25 units of interim housing beds for people with a disability or mental illness who are experiencing or at risk of homelessness. In the second phase, BFHP will convert 23 of the units to permanent supportive housing for unhoused persons and people at risk of homelessness, many of whom will be veterans.

Memar Properties, Inc. (MPI Homes) and Housing Consortium of the East Bay (HCEB) are requesting \$8.2M to acquire and rehabilitate the Rodeway Inn, a 43-room hotel currently leased by the City as an emergency shelter, to convert all units to permanent supportive housing. MPI Homes and HCEB requested an additional \$1M to continue operating the Rodeway Inn as interim housing prior to permanent housing conversion.

Housing and Community Services (HCS) staff are reviewing both proposals received through the RFP, and will prioritize development team capacity, project feasibility, and applicant experience with providing supportive services to unhoused residents.. Staff will make a recommendation to Council on the proposed project and funds.

On September 13, 2022, Council approved issuing the RFP and considering requests for up to \$8.5M in local funding to support a Homekey project identified through the RFP. Sources may include Measure P or HOME-ARP funds, depending on funding availability and compatibility with the proposed projects.

Background

Homekey is a State program that provides government entities with funding to purchase and rehabilitate properties, including hotels, motels, and vacant apartment buildings, and convert them into interim or permanent housing. Homekey projects serve people experiencing homelessness or who are also at risk of becoming homeless. The program typically provides funding of up to \$200,000 per unit (depending on unit type), and may increase the subsidy if there are local matching funds. Homekey projects require a local match of City funds in order to be feasible.

In 2021, the City submitted a successful joint Homekey application with Bay Area Community Services (BACS) and Memar Properties for the Golden Bear Inn. The Golden Bear is located at 1620 San Pablo Avenue, and was formerly operated as a 44-room hotel. The project received \$16M of Homekey funding in addition to \$8.46M from the City (a combination of \$7.32M from Measure P and \$1.14M from the City's

Permanent Local Housing Allocation funds). The hotel was renovated by the former owner, and the City and State Homekey funds are supporting accessibility upgrades and the addition of a new modular building with a community room and service office. The project reached 90% occupancy in January 2021, and serves chronically homeless households, with services provided by BACS.

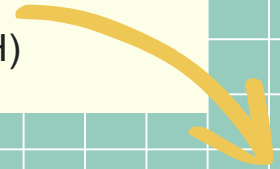
Alternative Actions Considered

The Homeless Services Panel of Experts could recommend that Council approve up to \$17M in Measure P funding for both the Rodeway Inn and the Russell Street project, as well as \$1M to operate the Rodeway Inn as interim housing prior to permanent housing conversion.

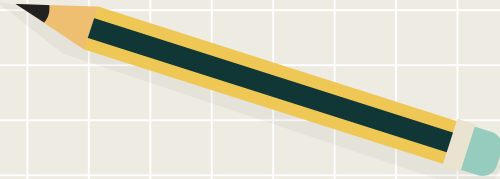


Encampment Resolution Funding (ERF) Round 2

California Interagency Council on Homelessness (Cal ICH)



Overview



Provides grants to Local Jurisdictions to resolve critical encampment concerns and transition individuals into safe and stable housing.

Target Population

- People experiencing homelessness in encampments

Prioritized Factors

- Applicants showing cross-systems collaboration, including collaborations with state and federal entities, and innovative efforts to resolve encampment issues, while focusing on protecting the health and well-being of the individuals living in those encampments.
- Applications that represent the diversity of communities across the state, including, but not limited to, rural, urban, and suburban communities.





Objective



The Encampment Resolution Funding (ERF) Program will fund actionable, person centered proposals that resolve the experience of unsheltered homelessness for people residing in encampments. Resolving these experiences of homelessness will necessarily address the safety and wellness of people within encampments, resolve critical encampment concerns, and transition individuals into interim shelter with clear pathways to permanent housing or directly into permanent housing using data informed, non-punitive, low-barrier, person-centered, Housing First, and coordinated approaches.

Proposals may bolster existing, successful models and/or support new approaches that provide safe stable, and ultimately permanent housing for people experiencing homelessness in encampments.

Eligible Uses

Proposal design may include any combination of the following ten Eligible Use categories:

Eligible Use Category	Non-Exhaustive List of Eligible Activities Applied to the Eligible Population
(1) Rapid Rehousing	Housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and warm hand offs to access to other community -based services.
(2) Operating Subsidies	Subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers that may include operating reserves.
(3) Street Outreach	Facilitate access to crisis services, interim housing options, and permanent housing and services.
(4) Services Coordination	Facilitate access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons r
(5) Systems Support	Activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.



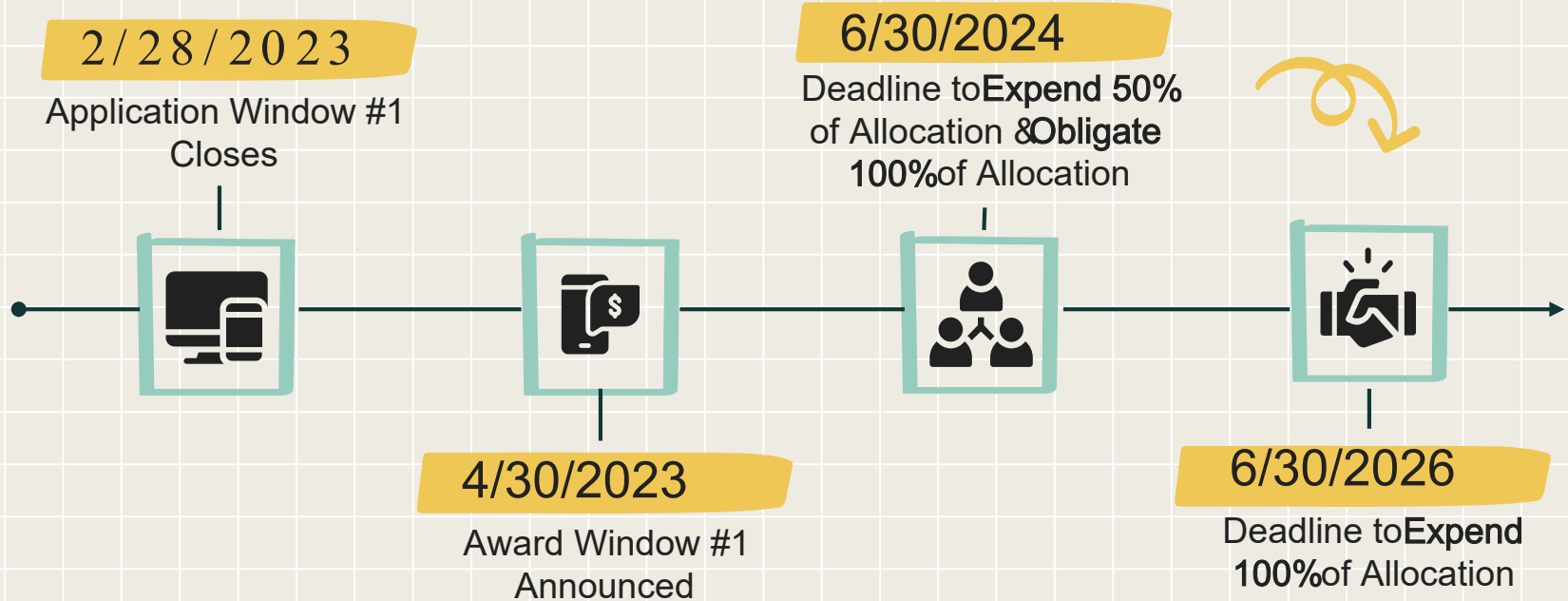
Eligible Uses



Proposal design may include any combination of the following ten Eligible Use categories:

Eligible Use Category	Non-Exhaustive List of Eligible Activities Applied to the Eligible Population
(6) Permanent Housing	Innovative housing solutions, such as unit conversions that are well suited for eligible persons.
(7) Prevention & Shelter Diversion	Diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.
(8) Interim Sheltering	Limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.
(9) Improvements to Existing Emergency Shelters	Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing
(10) Administrative Costs	Administrative costs incurred by the city, county, continuum of care, to administer its program allocation. Up to 5% of grant funds may be applied to administrative costs.

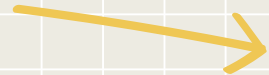
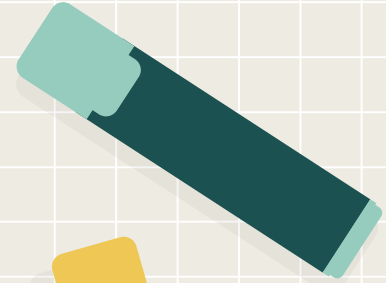
Application and Expenditure Deadlines

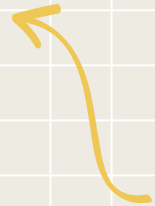
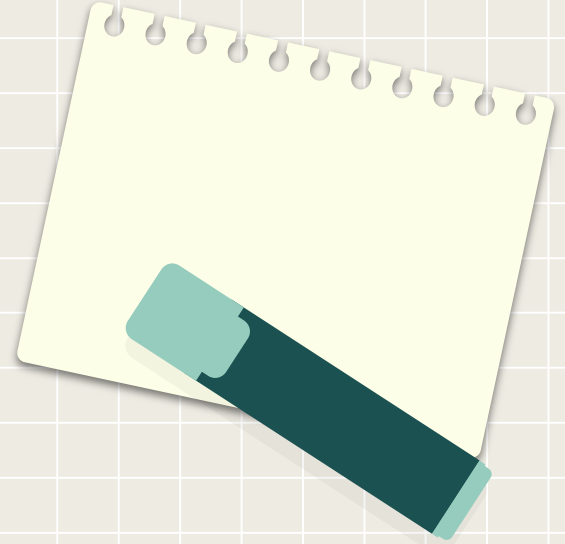
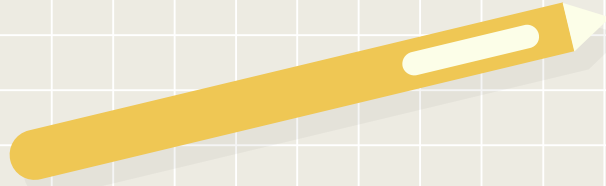


Available Funding

Up to **\$237,301,738** are available for award through ERF2-R.

- Applications will be accepted on a rolling basis until June 30, 2023, or until funds are exhausted, whichever is sooner.
- Up to 50% of the \$300 million authorized for ERF-2 shall be prioritized for proposals that address encampments on state right-of-ways

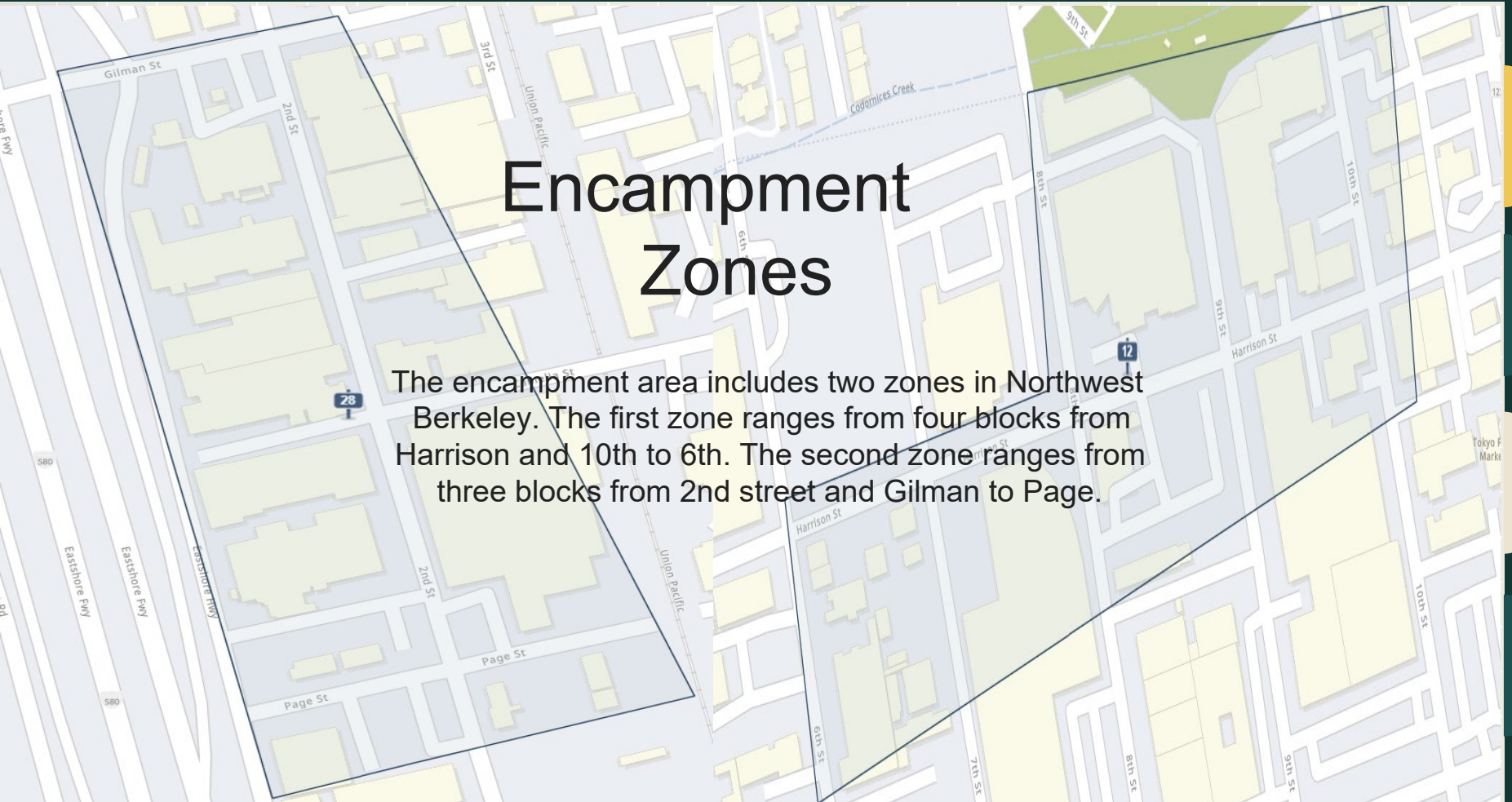




Staff Proposal

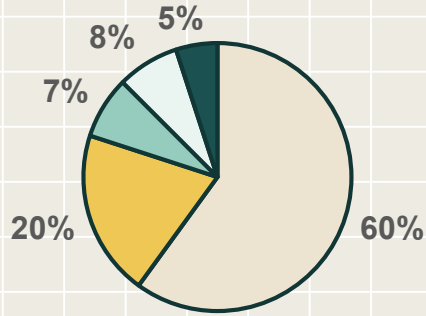
Encampment Zones

The encampment area includes two zones in Northwest Berkeley. The first zone ranges from four blocks from Harrison and 10th to 6th. The second zone ranges from three blocks from 2nd street and Gilman to Page.



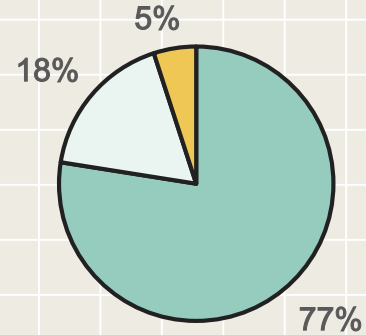
Demographic Information

Racial Background



- White
- Black, African American, or African
- American Indian, Alaska Native, or Indigenous
- Multi-Racial
- Unknown

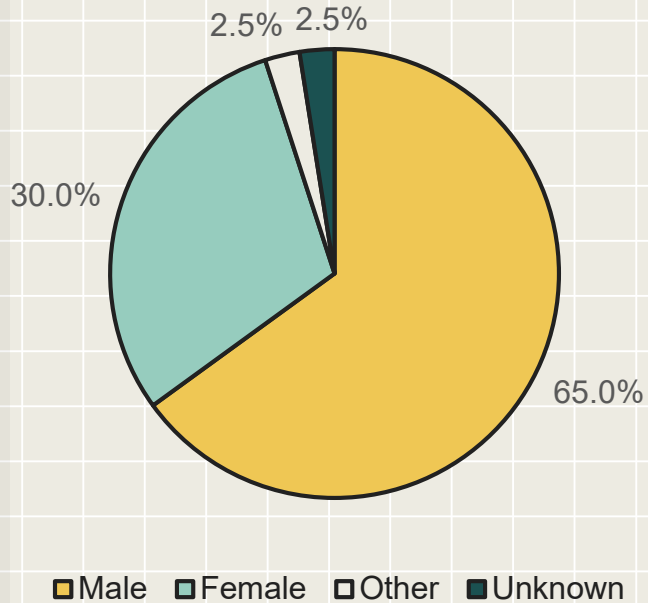
Ethnic Background



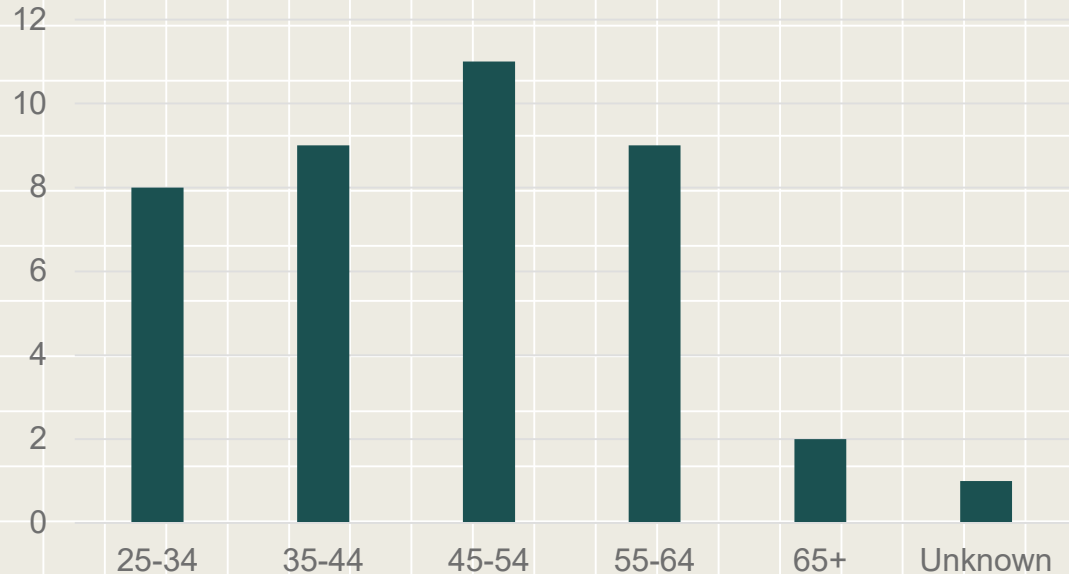
- Non-Hispanic/Non-Latin(a)(o)(x)
- Hispanic/Latin(a)(o)(x)
- Unknown

Demographic Information

Gender

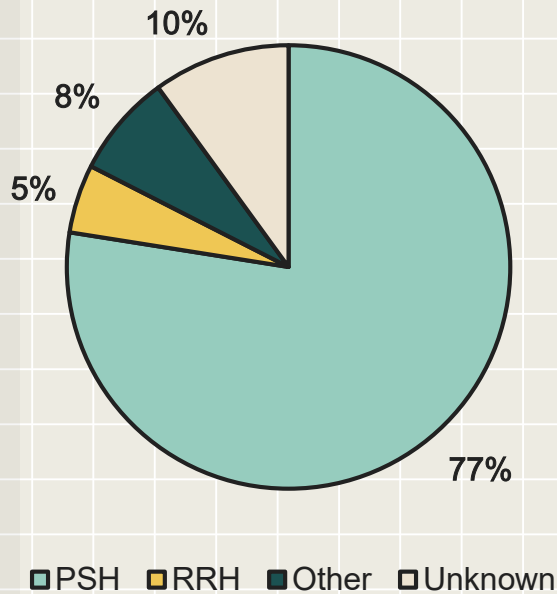


Age Distribution

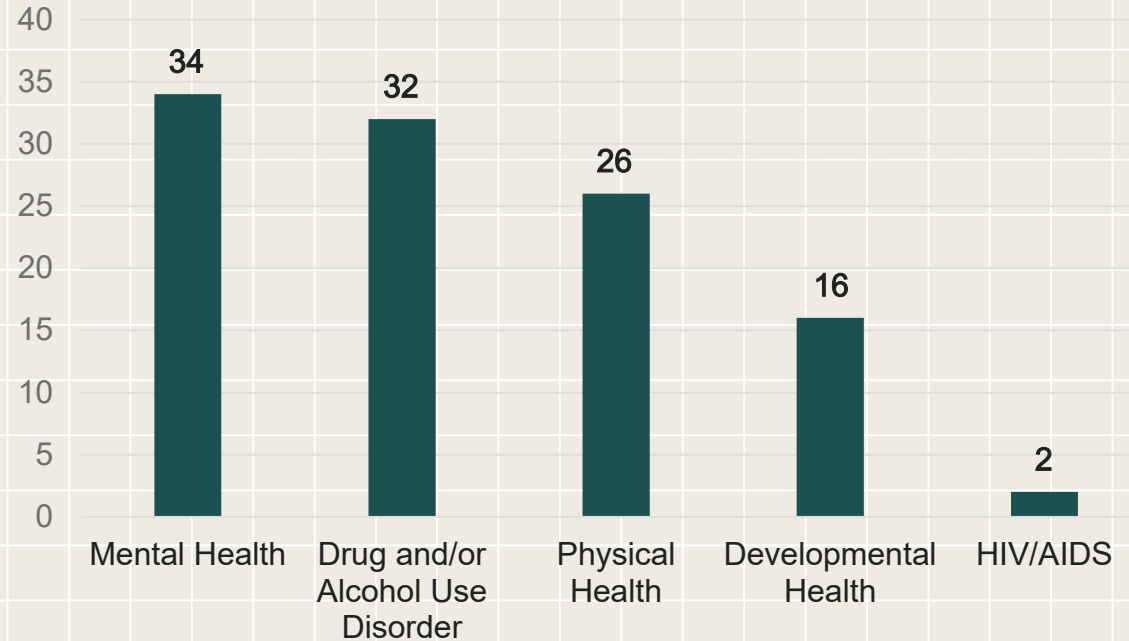


Demographic Information

Housing Service Needs

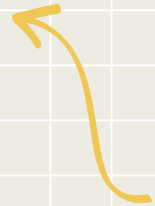
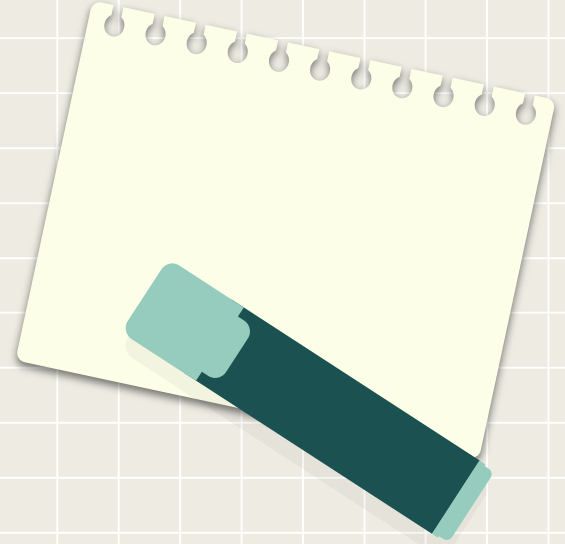
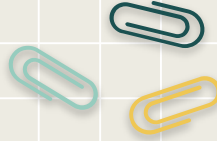
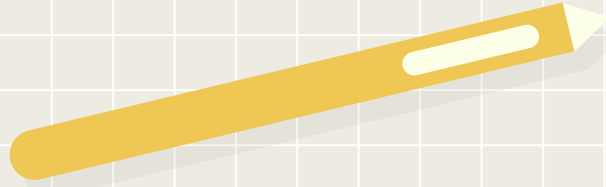


Health Conditions



Shelter - Master Lease Super 8





Proposal Cost

Personnel – 2 Year Cost

TITLE	SALARY	FTE	COST
Program Manager	76,000.00	1.00	152,000.00
Program Coordinator	58,905.00	1.00	117,810.00
Senior Program Manager	85,000.00	0.05	8,500.00
Regional Director Residential Services	140,000.00	0.05	14,000.00
Lead RA	58,905.00	1.00	117,810.00
RA-day	55,000.00	1.00	110,000.00
RA-Swing	55,000.00	2.00	220,000.00
RA-Night	55,000.00	1.00	110,000.00
RA-Weekend	55,000.00	0.40	44,000.00
Clinical Case Manager	76,000.00	1.00	152,000.00
Housing Navigator	59,000.00	1.00	118,000.00
Housing Navigator	59,000.00	1.00	118,000.00
Meal program manager	76,000.00	0.05	7,600.00
Cook	52,000.00	1.00	104,000.00
Maintance	56,721.00	1.00	113,442.00
Personnel Expenses	7,648.00		15,296.00
Benefits and taxes	150,792.00		301,584.00
TOTAL		12.55	\$ 1,824,042.00

Non -Personnel – 2 Year Cost

Super 8 Master Lease	\$1,874,603.50
Room repair/maintenance	\$101,200.00
Direct Client Assistance to PH	\$92,000.00
Food	\$159,672.90
Household Furniture & Equipment	\$22,000.00
Household Supplies	\$11,500.00
Program Supplies	\$4,600.00
Security	\$336,000.00
Travel and Transport	\$17,654.00
Facilities	\$160,510.00
Office expenses	\$10,700.00
Computer Equipment and software	\$37,576.00
Insurance	\$1,386.00
Audit and Tax Preparation	\$1,560.00
TOTAL	\$2,830,962.40

Total – 2 Year Cost

ERF

Personnel	\$1,824,042.00
Non-Personnel	\$2,830,962.40
Admin.	\$269,400.00
TOTAL	\$4,924,404.40

Measure P

Personnel	\$1,824,042.00
Non-Personnel	\$2,945,125.76
Admin.	\$269,400.00
TOTAL	\$5,038,567.76

Measure P – Additional Asks

Provider	Program	Amount
Berkeley Food and Housing Project	Homekey Round 3 Russell Street	\$ 8,433,077.00
Memar + Housing Consortium of the East Bay	Homekey Round 3 Roadway Inn	\$ 8,209,808.00
Memar + Housing Consortium of the East Bay	Homekey Round 3 Roadway Inn	\$ 1,000,000.00
City of Berkeley	Community Services Specialist II	\$ 209,513.00
Dorothy Day House	Inclement Weather Shelter	\$ 412,185.00
Berkeley Food and Housing Project	Respite Shelter (701 Harrison and 1654 5th Street)*	\$ 1,070,000.00
Dorothy Day House	24/7 Winter Shelter	\$ 350,000.00
	Public facilities improvements	TBD
	MLK House Conversion	TBD
TOTAL:		\$19,684,583.00
BFHP Homekey Only		\$10,474,775.00
Memar + HCEB Homekey Only		\$11,251,506.00

Questions?



City Clerk Department

January 19, 2023

To: Members of Berkeley Boards & Commissioners
From: Mark Numainville, City Clerk
Subject: Update – Return to In-Person Meetings

This memo provides an update on the return to in-person meetings for City boards and commissions.

The Governor stated that the Declaration of Emergency by the State of California for COVID-19 will end on February 28, 2023. The end of the Declaration of Emergency means that the exemptions to the Brown Act that allowed for virtual-only meetings of legislative bodies will also end. Starting on March 1, 2023, all legislative bodies in the State of California must meet in-person. There is no authority for any local jurisdiction to override or appeal this requirement in state law.

The responses from commissioners in the November 2022 survey regarding in-person meetings have been very helpful in determining the primary concerns of commissioners and what the City may be able to do to accommodate them. There was a range of responses and the City will not be able to accommodate every preference.

At this time, the City does not have the technical capabilities for commissions to meet in a hybrid format. All participation will be in-person at a physical meeting location. Information was provided to all commission secretaries regarding meeting locations that have large rooms in order to facilitate distancing and air flow. Larger meeting spaces was one of the top requests in the commissioner survey. Some commissions will have a new meeting location from where they met pre-pandemic. In addition, the North Berkeley Senior Center is serving as a warming center for unhoused persons through April and is not available for commission meetings until May.

More information will be provided at a later date regarding the recommended health and safety protocols for in-person commission meetings. These protocols will take into

account the responses of the survey, the recommendations of the Public Health Officer, and the protocols that have been used for recent in-person meetings of the City Council.

Ad-hoc subcommittees of City commissions are not considered legislative bodies under the Brown Act. Subcommittees do not have noticing requirements and may continue to meet virtually.

We understand that this is a significant change from the temporary virtual meeting format and procedures for commissioners, many of which may have joined commissions during the pandemic. The City will support your commission and your secretary in any manner possible within the constraints of state law and available resources.

cc: Department Directors
Commission Secretaries