

File No. 140390

Committee Item No. _____

Board Item No. 15

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: _____
Board of Supervisors Meeting

Date _____
Date May 6, 2014

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: John Carroll Date April 24, 2014
Completed by: _____ Date _____

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative Form.

Sponsor(s):

[]

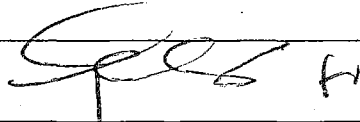
Subject:

Hearing - Homeless Outreach Services - FY2013-2014 - \$1,387,500

The text is listed below or attached:

Committee of the Whole on April 29, 2014, at 3:00 p.m. to consider a hearing to consider the release of funds placed on reserve by Ordinance No. 42-14 (File No. 140121) in the amount of \$1,387,500 for Homeless Outreach Services in FY2013-2014.

Signature of Sponsoring Supervisor: _____



For Clerk's Use Only:



City and County of San Francisco
Edwin M. Lee, Mayor

File 140390
San Francisco Department of Public Health
Barbara A. Garcia, MPA
Director of Health

BOS-11
page

April 28, 2014

Angela Calvillo
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, California 94102

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 APR 28 PM 1:36
AZ

Subject: Release of SFHOT Supplemental Funds from the Board of Supervisors' Budget Reserve


Dear. Ms. Calvillo,

I respectfully request that the reserve in the amount of \$1,387,500 for the expansion and enhancement of the San Francisco Homeless Outreach Team (SFHOT) be released and scheduled to be heard before the Board of Supervisors on April 29, 2014. The amount of \$1,387,500 was placed on reserve by the Finance and Budget Committee on April 1, 2014 and approved by the Board of Supervisors on April 8, 2014.

The proposed supplemental will allow for the enhancement and expansion of SFHOT to accomplish three main goals: (1) strengthen the program infrastructure and improve the configuration of existing SFHOT units; (2) increase the number and skill-level of SFHOT staff to provide Affordable Care Act care coordination for homeless individuals, including a Street Medicine component and enhanced first response; and (3) add stabilization units for the temporary housing of additional engaged clients.

If there are any questions in regards to this request, please contact Maria X Martinez, Interim Director of SFHOT at 415-554-2877 or maria.x.martinez@sfdph.org.

Sincerely,



Barbara A. Garcia, MPA
Director of Health

cc: Greg Wagner, CFO, SFDPH
Kate Howard
Harvey Rose
Ben Rosenfield

**BOARD OF SUPERVISORS
BUDGET ANALYST**

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292

April 28, 2014

TO: Members of the Board of Supervisors 
FROM: Budget and Legislative Analyst's Office
SUBJECT: April 29, 2014 Board of Supervisors Meeting
Item 21, File 14-0390: Hearing – Homeless Outreach Services Release of Reserves
Item 22, File 14-0392: Hearing – Nonprofit Rent Stabilization Program Release of Reserves

Attached is the Budget and Legislative Analyst's Office's reports on the requested release of (1) \$1,387,500 in General Fund Reserves in the Department of Public Health's FY 2013-14 budget for Homeless Outreach Services; and (2) \$4,515,000 in General Fund Reserves for Nonprofit Rent Stabilization in FY 2013-14.

Item 21
File 14-0390

Department:
Department of Public Health (DPH)

EXECUTIVE SUMMARY

Legislative Objective

- Hearing to consider the release of General Fund Reserve monies placed on reserve by Ordinance No. 42-14 (File 14-0121) in the amount of \$1,387,500 for Homeless Outreach Services for DPH in FY 2013-14.

Key Points

- On March 25, 2014, the Board of Supervisors approved a supplemental appropriation of \$1,387,500 of General Fund Reserve in the Department of Public Health’s (DPH) FY 2013-14 budget to fund Homeless Outreach Services, and placed these funds on reserve, pending submission to the Board of Supervisors on the final project scope, budget, and implementation plans.
- According to the Budget and Legislative Analyst’s report to the March 19, 2014 Budget and Finance Committee, this supplemental appropriation is to fund additional San Francisco Homeless Outreach Teams (SFHOT), which are DPH’s main outreach and case management program for San Francisco’s homeless population.
- According to Ms. Maria Martinez, Acting Director of SFHOT, SFHOT’s services to clients have been impacted by (1) new requirements imposed by the Affordable Care Act, and (2) operational limitations with current resources, organization, and infrastructure. Ms. Martinez says that DPH wants to increase the clinical skill level and capacity of the case management and outreach teams - currently comprised primarily of para-professionals - by bringing in more licensed medical staff, social workers, and master’s and bachelor’s level staff.

Fiscal Impact

- DPH does not yet have a specific plan to spend the requested \$1,387,500 in FY 2013-14. According to Ms. Jennie Louie, DPH Budget Manager, DPH and the stakeholders will further discuss the scope of services in a meeting on Monday, April 28, 2014.
- As of the writing of this report, because DPH does not yet have a specific plan for the expenditure of the requested \$1,387,500, the Budget and Legislative Analyst continues to recommend that the \$1,387,500 remain on reserve, until DPH is able to provide the scope of services, implementation plans, and budget details.

Recommendation

- Continue to reserve the \$1,387,500, until DPH is able to provide the scope of services, implementation plans, and budget details.

MANDATE STATEMENT

Mandate Statement

In accordance with Section 3.3 of the City’s Administrative Code, the Board of Supervisors or the Budget and Finance Committee may place requested expenditures on reserve which are then subject to release by the Board of Supervisors or the Budget and Finance Committee.

DETAILS OF PROPOSED LEGISLATION

Hearing to consider the release of General Fund monies placed on reserve by Ordinance No. 42-14 (File 14-0121) in the amount of \$1,387,500 for Homeless Outreach Services to be provided by the Department of Public Health in FY 2013-14.

On March 25, 2014, the Board of Supervisors approved a supplemental appropriation of \$1,387,500 from the General Fund Reserve in the Department of Public Health’s (DPH) FY 2013-14 budget to fund Homeless Outreach Services, and placed these funds on reserve, pending submission to the Board of Supervisors on the final project scope, budget, and implementation plans.

According the Budget and Legislative Analyst’s report to the March 19, 2014 Budget and Finance Committee, this appropriation is to fund additional San Francisco Homeless Outreach Teams (SFHOT), which are DPH’s main outreach and case management program for San Francisco’s homeless population. SFHOT provides two main lines of service, the Engagement Specialist Team (EST) and Stabilization Care Management (STCM).

- **The Engagement Specialist Team** performs targeted outreach to homeless individuals and also responds to requests to bring high-risk homeless persons with health, mental health, and substance abuse issues into DPH’s Emergency Stabilization Rooms and other institutional care settings.
- **Stabilization Care Management** provides short-term case management for 480 high-risk homeless individuals, assisting with placement into transitional and permanent housing, and securing appropriate medical treatment. STCM currently offers 292 units of emergency stabilization housing (classified as Transitional Housing¹), provided at an annual cost of \$2,628,000).

At present, SFHOT consists of 7 City employees, including 5 social workers, one physician, and one nurse practitioner, and approximately 50 contracted positions, including administrative support, engagement specialists, dispatchers, and three teams of paraprofessional case managers. The contract is managed by Community Awareness & Treatment Services Inc. (CATS), a San Francisco non-profit that provides homeless care services. SFHOT had a FY 2013-2014 budget of \$7,478,571, of which \$2,992,754, or 40%, was devoted to the CATS contract.

¹ Transitional housing is classified as temporary housing provided for up to two years designed to help homeless persons stabilize prior to moving into permanent housing. It includes shorter-term arrangements including medical respite and emergency stabilization rooms.

According to Ms. Maria Martinez, Acting Director of SFHOT, SFHOT's services to clients have been impacted by (1) new requirements imposed by the Affordable Care Act, and (2) operational limitations with current resources, organization, and infrastructure. The implementation of the Affordable Care Act has increased requirements for the "care coordination"² of complex clients, in order to improve services and increase cost savings, which has created a need for increased expertise, clinical assessment, communication, documentation, supervision, resources, and quality assurance. According to Ms. Martinez, the current para-professional outreach and case management teams cannot provide this increased level of care coordination. Additionally, Ms. Martinez says the current organization of SFHOT does not have sufficient staff resources to allow for comprehensive 24-hour coverage of homeless outreach and referral.

Ms. Martinez says that DPH wants to increase the clinical skill level and capacity of the case management and outreach teams - currently comprised primarily of para-professionals - by bringing in more licensed medical staff, social workers, and master's and bachelor's level staff. DPH also wants to change their current outreach model by reorganizing internal staff. This will include more targeted outreach searching for high-risk, high-cost homeless clients, as well as added infrastructure such as transport vans.

FISCAL IMPACT

DPH does not yet have a specific plan to spend the requested \$1,387,500 in FY 2013-14. According to Ms. Jennie Louie, DPH Budget Manager, DPH and the stakeholders will further discuss the scope of services in a meeting on Monday, April 28, 2014.

As of the writing of this report, because DPH does not yet have a specific plan for the expenditure of the requested \$1,387,500, the Budget and Legislative Analyst continues to recommend that the \$1,387,500 remain on reserve, until DPH is able to provide the scope of services, implementation plans, and budget details.

RECOMMENDATION

Continue to reserve the \$1,387,500, until DPH is able to provide the scope of services, implementation plans, and budget details.

² The U.S. Department of Health and Human Services defines care coordination as: "the deliberate organization of patient care activities between two or more participants (including the patient) involved in a patient's care to facilitate the appropriate delivery of health care services. Organizing care involves the marshalling of personnel and other resources needed to carry out all required patient care activities and is often managed by the exchange of information among participants responsible for different aspects of care."