

**CLAREMONT COMMUNITY AND HUMAN SERVICES  
COMMISSION  
SPECIAL MEETING AGENDA**

Alexander Hughes Community Center  
1700 Danbury Road  
Claremont, CA 91711



**Monday  
March 12, 2018  
6:00 PM**

**COMMISSIONERS**

**LEE KANE  
CHAIR**

**ANGELA BEKZADIAN-AVILA**

**NANCY BROWER**

**JED LEANO**

**LYNNE MARSENICH**

**PHYLLIS MUNSON**

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NOTICE IS HEREBY GIVEN that a special meeting of the Community and Human Services Commission will be held on March 12, 2018 at the above location for the purpose of considering the item below. The Brown Act provides for an opportunity for members of the public to address the Community and Human Services Commission concerning the item described below. Each speaker will be limited to four (4) continuous minutes.

**CALL TO ORDER THE MEETING OF THE COMMUNITY AND HUMAN SERVICES COMMISSION**

**ADMINISTRATIVE ITEM**

2018-19 COMMUNITY BASED ORGANIZATION GENERAL SERVICES AND HOMELESS SERVICES PROGRAM FUNDING

**Recommendation:** Staff recommends the Community and Human Services Commission:

- A. Provide funding recommendations for the City Council to fund \$86,650 for programs in the general services category.
- B. Provide funding recommendations for the City Council to fund \$30,000 for programs in the homeless services category.
- C. Recommend the City Council retain \$30,000 for a contract employee to support and implement the Collaborative Community Response to Claremont Homelessness and the Measure H Homeless City Plan.

**ADJOURNMENT**

THE NEXT REGULAR MEETING OF THE CLAREMONT COMMUNITY AND HUMAN SERVICES COMMISSION WILL BE HELD ON APRIL 4, 2018 AT 7:00 P.M. IN THE CLAREMONT CITY COUNCIL CHAMBER, 225 SECOND STREET.

*MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE COMMUNITY AND HUMAN SERVICES COMMISSION AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 207 HARVARD AVENUE, CLAREMONT, MONDAY THROUGH THURSDAY, 7 AM – 6 PM. SUBJECT MATERIALS WILL BE MADE AVAILABLE ON THE CITY WEBSITE AS SOON AS POSSIBLE - [www.ci.claremont.ca.us](http://www.ci.claremont.ca.us). For more information, please call the City Clerk's Office at 909-399-5461.*

**IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, THIS AGENDA WILL BE MADE AVAILABLE IN APPROPRIATE ALTERNATIVE FORMATS TO PERSONS WITH DISABILITIES. ANY PERSON WITH A DISABILITY WHO REQUIRES A MODIFICATION OR ACCOMMODATION IN ORDER TO PARTICIPATE IN A CITY MEETING SHOULD CONTACT THE CITY CLERK AT 909-399-5461 "VOICE" OR 1-800-735-2929 "TT/TTY" AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING, IF POSSIBLE.**

I, LISA MARRUJO, ADMINISTRATIVE ASSISTANT OF THE CITY OF CLAREMONT, CALIFORNIA, HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING AGENDA WAS POSTED AT CLAREMONT CITY HALL, 207 HARVARD AVENUE, ON THURSDAY, MARCH 8, 2018 PURSUANT TO GOVERNMENT CODE SECTION 54954.2.

**ANY ITEMS WHICH HAVE NOT BEEN INITIATED BY 10:00 P.M. WILL BE CONTINUED TO THE NEXT REGULARLY SCHEDULED COMMUNITY AND HUMAN SERVICES COMMISSION MEETING. FURTHER, ANY ITEM INITIATED BEFORE 10:00 P.M. ON WHICH A CONCLUSION HAS NOT BEEN REACHED BY 10:15 P.M. WILL BE CONTINUED TO THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMUNITY AND HUMAN SERVICES COMMISSION.**

POST THROUGH: MARCH 13, 2018



# Claremont Community and Human Services Commission

## Agenda Report

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**File #:** 2322

**Item No:**

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**TO:** COMMUNITY AND HUMAN SERVICES COMMISSION

**FROM:** ANNE K. TURNER, HUMAN SERVICES DIRECTOR

**DATE:** MARCH 12, 2018

**Reviewed by:**  
Finance Director:n/a

**SUBJECT:**

**2018-19 COMMUNITY BASED ORGANIZATION GENERAL SERVICES AND HOMELESS SERVICES PROGRAM FUNDING**

**SUMMARY**

The Community Based Organization (CBO) Grant Program in the City of Claremont plays an important role in providing critical services to Claremont residents through community partnerships. The program provides financial assistance to non-profit agencies who deliver critical services to Claremont residents. Two funding categories exist.

First, during this budget cycle, \$86,650 is available in the general services category to fund programs which strengthen the social, family, or economic fabric of the Claremont community. In addition, \$60,000 has been budgeted for homeless services.

This year, of the \$60,000 that has been designated for homeless services, staff is recommending that \$30,000 be allocated for distribution by the Commission to non-profit partners and \$30,000 would be retained by the City to implement the Collaborative Community Response to Claremont Homelessness (CCRCH) and additional programming outlined in the Measure H City Plan.

The allocated \$30,000 in homeless grants will continue to fund and assist programs that serve the homeless and those that are at risk of being homeless. The \$30,000 that will be retained by the City will be used to engage a contract employee to implement the CCRCH. The contract employee will be vital in researching active funding for Measure H and overseeing grants, working with non-profit partners, and providing direct outreach to homeless individuals in the community.

**RECOMMENDATION**

Staff recommends the Community and Human Services Commission:

- A. Provide funding recommendations for the City Council to fund \$86,650 for programs in the general services category.
- B. Provide funding recommendations for the City Council to fund \$30,000 for programs in the homeless services category.
- C. Recommend the City Council retain \$30,000 for a contract employee to support and implement the Collaborative Community Response to Claremont Homelessness and the Measure H Homeless City Plan.

## **ALTERNATIVES TO RECOMMENDATION**

In addition to the staff recommendation, there are the following alternatives:

- A. Amend the funding recommendations.
- B. Request additional information from staff.

## **FINANCIAL REVIEW**

In 2007, the City Council recommended that additional funding be allocated specifically to address the needs of the community's homeless. At its September 25, 2007 meeting, the City Council directed that 50 percent of the annual Transient Occupancy Tax received from the new Casa 425, not to exceed \$60,000, be distributed through a process similar to the existing CBO grant program.

As a part of the research on the issue of homelessness in Claremont, staff is proposing the most effective way to the growing population of homeless in Claremont is to provide \$30,000 to the City's homeless service providers and retain \$30,000 to hire a contract employee to implement the Collaborative Community Response to Homelessness. The efforts from the contract employee will be invaluable as the City obtains additional metrics through the Homeless City Planning Grant recommended by the San Gabriel Valley Council of Governments (SGVCOG) consultant to implement into the existing CCRCH.

Another key component of this employee's position will be to facilitate grant opportunities for the City's nonprofit partners through the County's Measure H funding which is allocated to meet the County's approved Homeless Initiative strategies.

The staff cost to prepare this report is estimated to be \$2,212 and is included in the operating budget of the Human Services Department.

## **ANALYSIS**

### **The Collaborative Community Response to Claremont Homelessness (CCRCH)**

Since 2007, the City's Homeless Program has consistently adapted to responding to and addressing the needs of those who are homeless in the community. The CCRCH is designed to help individuals to connect more efficiently to services through a "super referral system."

The CCRCH has been successful in navigating through this difficult system of connecting people to services through a super referral service, even to those who are initially resistant. However, the City

realizes that the magnitude of the homeless issue on a regional and municipal level means that it will take time and require a comprehensive strategy to educate the Claremont community on the hidden homeless population. Through the engagement of the community, efforts to address the cause and conditions of homelessness will allow for effective prevention and solutions to the issue.

## **Facilitation**

The process to which a homeless individual would engage in the CCRCH is through their first contact with City staff. A notification of contact will then be made to the Human Services Director or Management Analyst. Depending on the situation, the Human Services Director will speak with the homeless individual and/or family and from then on, the Human Services Director or Management Analyst will engage community service providers. The homeless individual and/or family will then be connected to services through the proper agency and be entered through the Coordinated Entry System (CES).

## **Data and Research**

On January 9, 2018, the City Council appointed an Ad Hoc Committee to examine homelessness in Claremont and to develop recommendations for homeless prevention. The Ad Hoc Committee includes City Staff, faith-based leaders, business community representatives, the Claremont Unified School District, and nonprofit partners. The data collected from the Ad Hoc will allow the City to expand the CCRCH and strengthen the Claremont community's philosophy in addressing homelessness.

## **Measure H Grant Funding**

On October 23, 2017, the City of Claremont was awarded \$30,000 in grant monies for the Measure H City Homeless Planning Grant. The City is currently utilizing the funding to engage a consultant through the San Gabriel Valley Council of Governments (SGVCOG). The consultant is assessing the CCRCH program and is identifying gaps, as well as creating metrics to measure the impact of the CCRCH. Based on the findings, the consultant will recommend changes to the program to improve services to homeless individuals and families in the Claremont Community.

In March 2017, Los Angeles County voters were introduced to Measure H, the sales tax measure that would fund specific services and programs that comply with the "Approved Strategies to Combat Homelessness." The City of Claremont specifically approved to partner with the County on the following five strategies:

- E4: First Responders Training
- E5 Decriminalization Policy
- E10: Regional Coordination of LA County Homeless Authorities
- F1: Promote Regional SB2 Compliance and Implementation
- F5: Incentive Zoning/Value Capture Strategies

The contract employee will work with community non-profit organizations to connect their programming to the strategies identified through the Measure H Homeless Initiative.

## CCRCH Homeless Plan

With the support of a contract employee, the City believes that the CCRCH Homeless plan will be more effective in securing outside funding for the City's local non-profit homeless service providers. This will assist non-profits impacted by the loss of CBO grant funding.

### RELATIONSHIP TO CITY PLANNING DOCUMENTS

Staff has evaluated the agenda item in relationship to the City's strategic and visioning documents and finds the following:

**Council Priorities and Policies** - At its 2017 priority workshop, the City Council stated they place a high priority on maintaining the quality of life for all Claremont residents. The City Council is committed to supporting programs and services that positively impact Claremont residents, such as the CBO Program.

**Sustainability Plan** - This item does not directly apply to the goals of Sustainability Plan.

**Economic Sustainability Plan** - This item does not directly apply to the recommendations outlined in the Economic Sustainability Plan.

**General Plan** - This item addresses the following measures relating to various programs delineated in the General Plan and furthers the goals of the CBO and Homeless Programs:

I-45: Youth and Family Master Plan

The plan serves as a guideline for improving services available to the City's youth and families by delivering safe and constructive programs.

I-47: Financial Support for Community and Human Services Programs

Continue to grant need-based financial support to youth from low-income families and other low-income residents participating in Community and Human Services Programs.

I-50: Senior Master Plan

Facilitates successful aging through community senior programs and services for both independent seniors and the frail elderly and provides information on available resources for all seniors.

I-64: Homeless Assistance

The City provides funding and referrals to local non-profit organizations that have expertise in assisting homeless persons and families. Assistance may include food, shelter, and transitional services.

**FY 2012-14 Budget** - This item meets the following City Manager and Community and Human Service Department goals:

CM-7 Facilitate and create meaningful partnerships with community-based organizations and other cities.

C&HS-20 Oversee the development and review of the department's fiscal policies, grant writing, CBO funding, CIP projects, and budget monitoring.

C&HS-28 Provide a variety of youth and family services programs in collaboration with community social service, interagency departments, and school district collaborators that are consistent with the goals for quality of life detailed in the Youth and Family Master Plan.

C&HS-32 Provide social services to senior residents including information and referral, access to resources such as food pantry and family stabilization program, income tax assistance, mental health services, case management, and Phone Assurance Line (PAL) program.

C&HS-37 Provide a variety of volunteer opportunities to the community to assist in all aspects of the department's programs, specifically targeting senior programs.

C&HS-40 Work closely with the Claremont Unified School District, Tri-City Mental Health, the Claremont Library, funded community-based organizations, and/or the community to build partnerships and coordinate programs and services.

C&HS-44 Coordinate social service programs with partner agencies.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies are available at the City Hall public counter, the Youth Activity Center, the Alexander Hughes Community Center, the City website, and the Claremont Public Library.

Submitted by:

Prepared by:

Anne K. Turner  
Human Services Director

Viola Van  
Management Analyst