

To the Mayor and Members of the City Council

May 19, 2015

Page 1 of 1

**SUBJECT: CONTRACT WITH TARRANT COUNTY HOMELESSNESS COALITION TO TEMPORARY ADMINISTRATION OF THE DIRECTIONS HOME PROGRAM**

The Homelessness Division of the Neighborhood Services Department provides management and oversight of the City's *Directions Home*-related programming, including the administration of approximately \$3.5M of City, State, and private funds per year, serving over 500 households. Appropriations in the City's General Fund cover two, full-time Authorized Positions to carry out the work of the Homelessness Division. Concurrent transitions for both employees in the division present a significant challenge for City staff to provide sufficient oversight of homelessness programming and high-quality customer service over the next few months with existing resources.

The Tarrant County Homeless Coalition (TCHC) has hired the City's Homelessness Program Director, Otis Thornton, to serve as its next Executive Director. Thornton has been in his role with the City for nine years and his last day will be May 20, 2015. Additionally, Marguerite "Maggie" Jones, the City's Homelessness Coordinator, has scheduled medical leave from June 10 – September 1, 2015.

To provide program continuity and avoid a staffing hardship in the department, staff recommends that the City enter into an agreement with the Tarrant County Homeless Coalition to provide oversight and management of the City's homelessness programming during the period, June 1 – September 30, 2015.

City staff has worked with TCHC to negotiate a cost of \$12,500 monthly to provide the interim services. These costs will be covered by savings in existing salary and operational savings during the same period as well as available funds in the United Way contract. The services will be secured by either an amendment to the existing Agreement with the United Way of Tarrant County or through a contract with TCHC directly. Staff intends to place an M&C on the City Council meeting agenda for June 2nd so that contracting with TCHC for these services can be considered for approval.

Services to be provided by the Tarrant County Homeless Coalition will include:

- Administration and monthly monitoring of Directions Home-related programming and City- and State-funded Program Year VII initiatives
- Customer service, information and referral for resident requests for services
- Participation in the City's Encampment Response and Cleanup Team
- Interagency coordination for City services to the homeless such as Municipal Court's Homelessness Court program, FWPDP's Homelessness Liaison Officer, Code Compliance's Food Handler certification, and services for pet owners who are homeless, Parks and Community Services Community Action Partners
- Technical assistance as needed on homelessness policy, programs, and best practices, including permanent supportive housing development and operations

If you have any questions concerning this report, please contact Jay Chapa at 817-392-5804 or at jesus.chapa@fortworthtexas.gov.

David Cooke
City Manager