

AGENDA REQUEST FORM

**Return completed form and complete agenda item to the Clerk of the Board
Yakima County Commissioners' Office, Room 232**

Prepared by:
Mitzi Duenas

Department: Human Services

Requested Agenda Date: 07/06/2021

Presenting: Esther Magasis

Document Title:

*Board of County Commissioners Record Assigned
BOCC Agreement*

166 - 2021

Yakima County, WA

APPROVED FOR AGENDA:

Consent Regular
Board of County Commissioners Determined

Memorandum of Understanding-Emergency Housing Vouchers.

Action Requested: *Check Applicable Box*

PASS RESOLUTION EXECUTE or AMEND **AGREEMENT** CONTRACT or GRANT
 ISSUE PROCLAMATION PASS ORDINANCE OTHER MOU

Describe Fiscal Impact:

\$0

Background Information:

This Memorandum of Understanding has been created and entered into on July 1st, 2021, by the Public Housing Authority, Local Continuum (Yakima County), and Partnering Service Providers (YNHS, YWCA, and Consistent Care Support Services). Emergency Housing Vouchers will be administered in Yakima County through referrals from the Coordinated Care system or through direct referrals from YWCA.

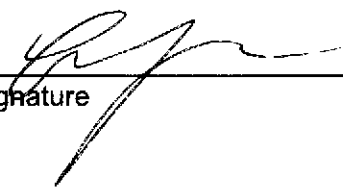
Summary & Recommendation:

Recommend passing the Memorandum of Understanding-Emergency Housing Vouchers.

Motion:

Motion to approve Memorandum of Understanding-Emergency Housing Vouchers.

Department Head/ Elected Official



Signature

AGREEMENT Attached Is Approved as to Form
Corporate Counsel Initial



Late Agenda Requests Require BOCC Chairman Signature:

Memorandum of Understanding – Emergency Housing Vouchers (EHV)

This Memorandum of Understanding (MOU) has been created and entered into on July 1st, 2021, by the Public Housing Authority (Housing Authority of the City of Yakima), Local Continuum of Care (Yakima County), and Partnering Service Providers (Yakima Neighborhood Health Services, YWCA Yakima, and Consistent Care Support Services).

Housing Authority of the City of Yakima (YHA)
810 North 6th Avenue
Yakima, Washington 98902

Yakima County (YC)
Department of Human Services
128 N 2nd Street, Rm 102
Yakima, Washington 98901

Yakima Neighborhood Health Services (YNHS)
PO Box 2605
Yakima, Washington 98907

YWCA Yakima (YWCA)
818 West Yakima Avenue
Yakima, Washington 98902

Consistent Care Support Services (CCSS)
14090 Summitview Avenue, Suite 106
Yakima, Washington 98901

BOCC Agreement

166-2021

Yakima County, WA

I. Introduction and Goals

- a. EHV's will be administered in Yakima County through referrals from the Coordinated Entry system (for households experiencing homelessness), or through direct referrals from Yakima YWCA (for households fleeing domestic violence). Coordinated Entry referrals will be made by the Yakima County match and referral agent, supplemented on a monthly basis by referrals from case conferencing done by the Coordinated Entry Provider Team. Providers who wish to refer clients directly to the match and referral agent in between Coordinated Entry Provider Team meetings may do so by ensuring the household is enrolled in Coordinated Entry and submitting their HMIS unique ID via the Yakima County CE Emergency Housing Voucher Referral Form.
- b. YHA administers the Housing Choice Voucher (HCV) program for Yakima County and will provide the same staff and support as it joins with the Local CoC and partnering

agencies to administer EHV. Given the emergency nature of the vouchers allocated, YHA intends to prioritize issuance of EHV from referrals made by YC and YWCA (for DV).

- c. Identification of staff positions who will serve as lead EHV liaisons.

Lead HCV Liaison:

Amanda Delp, Section 8 Department Supervisor
Housing Authority of the City of Yakima
amanda.delp@yakimahousing.org

Lead CoC Liaison:

Lance Larsen, Homeless Program Analyst
Yakima County
lance.larsen@co.yakima.wa.us

Service Provider Liaisons:

Annette Rodriguez, Homeless Services Director
Yakima Neighborhood Health Services
annette.rodriguez@ynhs.org

Dr. Paul Vose, Director of Client Support Services
Consistent Care Support Services
paul@consistentcare.org

Service Provider DV Liaison:

Daisy Martinez, Housing Case Manager
YWCA Yakima
dmartinez@ywcayakima.org

II. Define the populations eligible for EHV assistance to be referred by YC and YWCA.

1. Adults (18 and over) experiencing literal homelessness, per the HUD definition:
 - a. Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - i. Has a primary nighttime residence that is a public or private place not meant for human habitation;
 - ii. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, and local government programs); or

- iii. Is exiting an institution where they have resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.
2. At risk of homelessness,
3. Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or
4. Were recently homeless or have a high risk of housing instability

III. Services to be provided to eligible EHV families

1. Partnering service providers will support individuals and families in completing applications and obtaining necessary supporting documentation to support referrals and applications for assistance; while aiding households in addressing barriers.
2. Partnering service providers will support YHA in ensuring appointment notifications to eligible individuals and families and will assist eligible households in getting to meetings with YHA.
3. YHA will establish windows of time for EHV applicants to complete intake interviews for EHV.
4. Partnering service providers will provide housing search assistance for eligible individuals and families.
5. Partnering service providers will provide counseling on compliance with rental lease requirements.
6. Partnering service providers will assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
7. Partnering service providers will assess and refer individuals and families to benefits and supportive services, where applicable.

IV. YHA Roles and Responsibilities

1. Coordinate and consult with YC in developing the services and assistance to be offered under the EHV services fee.
2. Accept direct referrals for eligible individuals and families through YC Coordinated Entry System.
3. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
4. Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner.
5. Designate a staff to serve as the lead EHV liaison.
6. Comply with the provisions of this MOU.

V. YC Roles and Responsibilities

1. Designate and maintain a lead EHV liaison to communicate with YHA.

2. Refer eligible individuals and families to YHA using the community's coordinated entry system.
3. Connect YHA to case managers at service agencies who can support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to YHA (i.e., self-certifications, birth certificate, social security card, etc.), and assess for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
4. Attend EHV participant briefings when needed.
5. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
6. Identify and engage case managers at service agencies who could provide supportive services to EHV families. (While EHV participants are not required to participate in services, YC should assure that services are available and accessible.)
7. Comply with the provisions of this MOU.

VI. YNHS and CCSS Roles and Responsibilities

1. Commit two staff to support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to YHA (i.e., self-certifications, birth certificate, social security card, etc.), and assess for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
2. Commit two staff to provide supportive services to EHV families.
3. Comply with the provisions of this MOU.

VII. YWCA Roles and Responsibilities

1. Refer individuals and families who are currently housed but are fleeing domestic violence.
2. Commit one staff to support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to YHA (i.e., self-certifications, birth certificate, social security card, etc.), and assess for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
3. Commit one staff to provide supportive services to EHV families.
4. Comply with the provisions of this MOU.

VIII. Program Evaluation

YHA, YC, YNHS, YWCA and CCSS agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation protocols established by HUD or HUD-approved contractor, including possible random 4 assignment procedures.

Signed by:

YAKIMA HOUSING AUTHORITY



Lowel Krueger, Executive Director

DATED: 6/23/2021

YAKIMA NEIGHBORHOOD HEALTH SERVICES

Rhonda Hauff, CEO

DATED:

YWCA YAKIMA

Cheri Kilty, Executive Director

DATED:

CONSISTENT CARE SUPPORT SERVICES

Dr. Paul Vose, Director of Client Support Services

DATED:

BOARD OF COUNTY COMMISSIONERS

Ron Anderson, Chairman

Amanda McKinney, Commissioner

LaDon Linde, Commissioner

DATED: JUL 06 2021

Attest:

Julie Lawrence, Clerk of the Board
Linda Kay O'Hara, Deputy Clerk of the Board

Approved as to Form:



Deputy Prosecuting Attorney