COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director

CORA FULLMORE
Interim Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

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DEPARTMENT OF MENTAL HEALTH

http://dmh.co.la.ca.us

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
Fax: (213) 386-1297

June 5, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

The Honorable Board of Commissioners
Community Development Commission
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors and Commissioners:

APPROVE ACTIONS RELATED TO THE TRANSFER OF FUNDS TO THE COMMUNITY DEVELOPMENT COMMISSION FOR THE DEVELOPMENT OF WESTSIDE SAFE HAVEN BY OCEAN PARK COMMUNITY CENTER (SUPERVISORIAL DISTRICT 3) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD, ACTING AS GOVERNING BODY OF THE COUNTY:

1. Approve and delegate authority to the Director of Mental Health to execute a Letter of Agreement, substantially similar to the Attachment, between the Department of Mental Health (DMH) and the Community Development Commission (Commission) for $200,000. The Agreement will provide funding for development costs associated with construction of Westside Safe Haven (Westside) by Ocean Park Community Center (OPCC), effective upon Board approval. This Agreement will be funded within the Adopted Budget for Fiscal Year (FY) 2002-2003 with $200,000 in realignment funds.

2. Approve and delegate authority to the Director of Mental Health to execute any and all documents necessary to complete the lump sum payment of a maximum

of $200,000 from DMH to the Commission, effective upon approval as to form by County Counsel.

IT IS RECOMMENDED THAT YOUR BOARD, ACTING AS GOVERNING BODY OF THE COMMUNITY DEVELOPMENT COMMISSION:

1. Approve and delegate authority to the Executive Director of the Community Development Commission (Commission) to execute a Letter of Agreement, substantially similar to the Attachment, between Department of Mental Health (DMH) and the Commission for $200,000. The Agreement will provide funding for development costs associated with construction of Westside by OPCC, effective upon Board approval. This Agreement will be funded within the DMH Adopted Budget for Fiscal Year (FY) 2002-2003 with $200,000 in DMH realignment funds.

2. Approve and delegate authority to the Executive Director of the Commission to execute any and all documents necessary to complete the lump sum payment of a maximum of $200,000 from DMH to the Commission, effective upon approval as to form by County Counsel.

3. Approve and delegate authority to the Executive Director of the Commission to incorporate the funds in the Commission's FY 2003-2004 budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the recommended action is to authorize DMH to make a $200,000 payment to the Commission for development activities associated with construction of Westside by OPCC. Westside will provide a safe place for homeless persons with psychiatric disabilities to receive shelter and supportive services.

This project is in accordance with the Los Angeles Homeless Services Authority Continuum of Care Planning Process for 2003 that, for Service Planning Area 5 (West Los Angeles), places housing for "mentally ill individuals/dually diagnosed individuals/substance abuse individuals/individuals with multiple diagnoses" as the highest priority. In order to address the needs of homeless persons in West Los Angeles, OPCC is proposing to acquire and renovate a property in order to develop a safe haven. Approval of this Agreement will help to enhance the community's stock of safe housing with appropriate supportive services for homeless individuals with psychiatric disabilities, including those with co-occurring substance abuse. The goal of this project is to help these individuals move off the streets and re-integrate into society.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with Organizational Goal 1, "Service Excellence" within the Countywide Strategic Plan. The approved project will provide a safe place where homeless mentally ill persons can receive shelter and critical supportive services.

FISCAL IMPACT/FINANCING

The requested action will have no fiscal impact, as funding is part of the approved DMH budget for FY 2002-2003. The $200,000 for this project is provided by realignment funds. The funds will be disbursed by the Commission for payment of approved development activities for this project. The Letter of Agreement contains the provision that, should this project fail to be realized, the Commission is to place any unspent funds into a trust fund for future projects determined by DMH.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DMH is entering into a Letter of Agreement with the Commission to provide the Commission with $200,000 for costs associated with the development of the Westside Safe Haven project. This funding is one portion of an approximate $7,000,000 project with multiple funding sources. The Commission will go to the Board of Commissioners for the appropriation of $200,000 of Community Development Block Grant funds for this development along with the approval of a Development Agreement with OPCC. Westside will be located in Service Area 5; the specific site has not yet been secured. The Commission will provide management oversight of development activities and will disburse funds in accordance with the approved Development Budget.

This proposed action has been reviewed and approved by County Counsel, the Chief Administrative Office (CAO) and DMH's Fiscal and Program Services staff.

CONTRACTING PROCESS

This subject does not apply.

DMH is providing funds to the Commission to assist it in carrying out its project with OPCC.

IMPACT ON CURRENT SERVICES

The proposed actions will enable OPCC to provide a safe place where homeless mentally ill persons can receive shelter and critical supportive services.

CONCLUSION

The Department of Mental Health will need one (1) copy of the adopted Board actions. It is requested that the Executive Officer, Board of Supervisors, notify the Department of Mental Health's Contracts Development and Administration Division at (213) 738-4684 when these documents are available.

Respectfully submitted,

Marvin J. Southard, D.S.W.
Director of Mental Health

Respectfully submitted,

Carlos Jackson
Executive Director, Community
Development Commission

MJS:JA:RK:JH

Attachment

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Chairperson, Mental Health Commission
Community Development Commission

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ATTACHMENT

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DEPARTMENT OF MENTAL HEALTH

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550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-2756
Fax: (213) 386-1297

LETTER OF AGREEMENT FOR THE WESTSIDE SAFE HAVEN PROJECT

This Letter of Agreement is made and entered into this __day of _____, 2003 by and between the County of Los Angeles, Department of Mental Health (hereinafter "DMH") and the Community Development Commission of the County of Los Angeles (hereafter "Commission"). DMH and Commission hereby covenant and agree as follows:

WITNESSETH THAT:

Whereas, the Commission will disburse funds to Ocean Park Community Center, a private non-profit social service provider (hereafter "Developer"), to develop Westside Safe Haven (hereafter "Project") which is designed to provide shelter and supportive services for mentally ill homeless persons; and

Whereas, Commission has the level of expertise and qualifications required to carry out development services to be performed for the Project; and

Whereas, Commission declares that it is engaged in the same or similar specialized services in conjunction with other County departments; and

Whereas, the Commission will receive $200,000 from DMH to make disbursement for development costs associated with the Project.

NOW, THEREFORE, in consideration of the mutual covenants herein and mutual benefits to be derived therefrom, DMH and Commission agree to the following terms and conditions:

1. Scope of Work. DMH hereby agrees to pay $200,000 to Commission to assist Commission to effectuate the purposes of the Project. Commission hereby agrees that these funds will be used exclusively for the Project, or otherwise kept in trust, as provided herein.

2. Term. This Agreement shall commence as of the day, month and year first above written and shall remain in full force and effect until the DMH funding has been expended, or Commission notifies DMH that Project has been completed or discontinued and funds put in trust.

3. Reimbursement to Developer. Upon receipt of the $200,000 for the Developer's Project, the Commission will disburse said funds to Developer in accordance with an approved development budget. Any portion of the $200,000 not used by the Developer will be kept in a trust fund by the Commission for credit toward a future project determined by DMH.

IN WITNESS WHEREOF, the County's Director of Mental Health and the Commission's Executive Director hereto have caused this Agreement to be executed as of the day, month and year first above written.

COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES

By: _____
Carlos Jackson
Executive Director

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By: _____
Deputy County Counsel

DEPARTMENT OF MENTAL HEALTH COUNTY OF LOS ANGELES

By: _____
Marvin J. Southard, D.S.W.
Director

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By: _____
Deputy County Counsel