

## SUMMARY and FISCAL NOTE

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>Executive Contact/Phone:</b>
Human Services Department	Jason Johnson/684-0113	Katherine Tassery/ 615-0703

### 1. BILL SUMMARY

- a. **Legislation Title:** AN ORDINANCE related to appropriations for the Human Services Department; amending Ordinance 125475, which adopted the 2018 budget; lifting a proviso; and ratifying and confirming certain prior acts.
- b. **Summary and background of the Legislation:** This legislation lifts a budget proviso placed on funds in Human Services Department related to the implementation of scan card technology for the Homeless Management Information System (Green Sheet 262-1-A-2-2018).

The 2018 Adopted Budget includes \$23,040 in General Fund appropriations in the Human Services Department for implementation of scan card technology for the Homeless Management Information System (HMIS). Council adopted a proviso on these funds which states:

*"None of the money appropriated in the 2018 budget for the Human Services Department may be spent for the Homelessness Management Information System (HMIS) Scan Card project until the City Council passes an ordinance lifting this proviso. It is expected that the Council will not lift the proviso until the Human Services Department has completed an assessment of the project and filed a report of the assessment with the City Clerk. The assessment of the project should include analysis of its potential effectiveness and compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and other privacy standards. The assessment must involve consultation with three service or health care providers that serve a diversity of populations experiencing homelessness, such as Evergreen Treatment Services' REACH program, YouthCare, Downtown Emergency Service Center, International Community Health Services, Country Doctor Community Health Centers, or Public Health – Seattle & King County."*

On February 13, 2018, HSD will transmit the report of the assessment to the City Clerk. The ordinance to lift the proviso will be considered at the Human Services, Equitable Development and Renters Rights Committee, per Green Sheet 262-1-A-1-2018.

In addition to the \$23,040 of on-going General Fund resources in the 2018 Adopted Budget, there are \$90,960 of Community Development Block Grant funds allocated in the 2017 Annual Action Plan authorized by Council in Ordinance 125365 for the HMIS Scan Card project.

## 2. CAPITAL IMPROVEMENT PROGRAM

- a. Does this legislation create, fund, or amend a CIP Project?    \_\_\_ Yes  X  No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

- a. Does this legislation amend the Adopted Budget?     X  Yes \_\_\_ No

The legislation removes a proviso Council adopted with the 2018 Budget.

- b. Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?

All anticipated costs to the Human Services Department have been included in the 2018 Adopted Budget and are reflected above.

- c. Is there financial cost or other impacts of *not* implementing the legislation?

There is an implicit cost in data-entry in the HMIS system as it currently exists in terms of inaccuracies in data and time for providers to input individuals in the system prior to receipt of services. Scan cards are a technology tool to supplement the existing HMIS system. Agencies using them report significant staff time savings entering records and cleaning up data errors, resulting in reduced costs and increased staff time allocated to client services. City and County staff also spend significant amounts of time addressing data quality issues that can be reduced by the use of scan cards. The use of scan cards is being implemented by King County as the HMIS administrator. They are prioritizing the use of scan cards in their upcoming competitive funding cycle. Without the allocated funding to support the purchase and maintenance of the technology, the cost burden of implementing will fall to agencies with already limited resources.

## 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?  
No.

- b. Is a public hearing required for this legislation?  
No public hearing is required for this legislation.

- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?  
No property is involved with this legislation.

- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?  
No publication of notice is required for this legislation.

- e. Does this legislation affect a piece of property?

This legislation does not impact any property.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**

Homelessness disproportionately impacts people of color. In our community, African Americans are five times more likely to experience homelessness and Native Americans/Alaska Natives are seven times more likely to experience homelessness than whites. Persons experiencing homelessness are often some of the most vulnerable in our community, as a significant number also have disabilities, mental health and substance abuse conditions. The intersections of race, poverty, disability and behavioral health result in an extremely disadvantaged community. The use of HMIS benefits persons experiencing homelessness by providing an accurate accounting of their service needs, ensuring their providers have access to client information from other providers so clients don't need to share it more than once, ensuring our community's access to additional federal funding to support critical services and by documenting their history of homelessness increasing their eligibility for services. One agency who serves predominately Native Americans/Alaska Natives recently wrote that they had done their clients a disservice by refusing to use HMIS because it meant that their population was invisible and had not received the attention it needed because they couldn't demonstrate a need for homeless services.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

This legislation lifts a proviso on a new technology to implement scan cards for the Homeless Management Information System (HMIS). HMIS has been in use in Seattle/King county since 1999. Scan cards are a new technology tool designed to make HMIS easier to use for providers by reducing their administrative burden and improving data quality, and will allow agency staff more time to focus on client-centered interactions, but there are no substantive changes to HMIS with their use. HMIS is intended to provide to link services clients receive in multiple locations and ease the sharing of information between agencies so clients can be served better, and to provide the community with an accurate account of the service needs of people experiencing homelessness. Scan cards increase the accuracy and efficiency with which providers can input data and support these goals. With Council authorization, HSD proposes that funds under proviso in Green Sheet 262-1-A-1 be allocated for on-going equipment and training needs associated with the Scan Card implementation for the benefit of providers and clients.

**h. Other Issues:**

- None

**List attachments/exhibits below:**

Attachment A - Human Services Department Response to City Council Green Sheet 262-1-A-1