

PORT OF TACOMA COMMISSION
ACTION ITEM MEMO



Item No: 6A
Meeting Date: 5/23/2023

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TO: Port of Tacoma Commission
FROM: Eric Johnson, Executive Director
Sponsor: Alisa Praskovich, Chief, Special Projects & Commission Relations
Project Manager: Matthew Mauer, Government Affairs Manager
SUBJECT: ILA WITH CITY OF FIFE IN RESPONSE TO HOMELESSNESS EFFORTS

A. ACTION REQUESTED

This memo is intended to request commission action on a proposed ILA with the City of Fife to address homelessness in response to Resolution 2022-19-PT which directed Port staff to develop alternatives to assist local governments in responding to an increasing number of people experiencing homelessness.

B. BACKGROUND

After the passage of Resolution 2022-19-PT, staff began preliminary discussions with local municipalities to gauge what the Port can do to help with the ongoing homelessness crisis. The City of Fife came back with an option that we believe is a great fit with the goals outlined in Resolution 2022-19-PT.

As a part of Fife's ongoing efforts to alleviate persons experiencing homelessness on their streets, they initiated a "street outreach" effort to engage homeless individuals and coordinate a response to their unique needs. This outreach program is based on the framework of similar federal programs. The City has funded its outreach efforts through grants from the Department of Commerce and Pierce County. The funding from Pierce County ends June 30th, 2023, and they have proposed the Port could assist by paying for an additional year to continue their efforts at current levels, at a cost of \$72,000. An outline of the proposed use of the funds is attached to this memo.

Fife has seen success with their Jobs Program getting people out of their current situations and providing shelter, food, jobs, and training to help people get back on their feet. However, because of the job element, only some seeking assistance are a good fit for the Jobs Program. This is where the street outreach portion of the City of Fife's services comes in. A person in need is first identified in one of three ways through the outreach program:

- **Walk-in:** At the Fife Community Center, they have individuals visit who are looking for community resources. In this case, their Community Navigator or Case Manager will meet with the individual one-on-one (in-person or over the phone).
- **Outreach:** Through the Fife Police Department or the Community Navigator or Case Manager working in the community.

- **Referral:** When a community member or organization comes upon an individual/household.

All three methods involve assessing individual needs based on conversations and questions regarding housing, food, and income status. The Fife team will connect them with the appropriate resource based on responses to these inquiries. Some of these resources may be in-house, such as a care package or assisting them in getting an ID or social security card. They may refer them to a community partner for services that the City does not offer. This process would involve making an appointment or sharing a person’s name within the community organization. According to Fife, it is their goal to create personal connections. If appropriate, they arrange transportation to the appointment by offering a bus ticket or other transport. Referrals are only part of getting the support; they attempt follow-up either in-person or over the phone to ensure they can get the help they need, see if they need further support, and let them know that we care about them.

In 2022 they assisted and connected **122 individuals** with additional resources, permanent housing, and access to help as a direct result of the street outreach program.

C. SCOPE OF WORK

The scope of work will include entering into an ILA to formalize the partnership to support their street outreach program.

D. TIMEFRAME/PROJECT SCHEDULE

POT ILA Approval	May 23 rd 2023
Fife ILA Approval	June/July 2023
Execution of ILA	June/July 2023
Current Outreach Funding Expires	June 30 th 2023

E. FINANCIAL SUMMARY

Cost: \$72,000

Source of Funds: An appropriate department budget will be identified.

Item	Budget Estimate	Expenditure to Date	Additional Anticipated Expenditures	Anticipated Future Expenditures
Street Outreach Funding	\$72,000	\$0	\$0	\$0
TOTAL	\$72,000			

F. NEXT STEPS

- Once Approved, send to Fife for their final approval.
- Execute ILA

G. ATTACHMENTS

- Expenditure breakdown of funding

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Attachment 1: City of Fife Expenditure Breakdown of Outreach Program

Program Operations			
Costs Associated with Payroll			
Engagement	\$ 6,000.00	Purchase of lunches to get people to attend weekly outreach events. Advertisement of events, and food and hygiene bags for people in need.	We hold weekly outreach events at the Community Center in addition to physically walking the street and going to the known encampments. The outreach events have proved to be successful as resources are available on-site and in a warm/secure location.
Housing Search and Placement	\$ 32,000.00	First and last months rent, move-in expenses.	We have had a 33% success rate in placing people we have worked with in permanent housing.
Housing Stability Case Management			
HMIS Data Collection and Entry			
Services to Special Populations	\$ 24,000.00	Purchase of food, hygiene, and clothing, for those in need.	A number of people we have worked with are in need of clothing used on a regular basis as well as for job interviews. Food is also a top need for the population we are working with. There are limited food banks in Fife, and the ones we do have have very minimal operating hours.
Subcontracted Services			
Supportive Service Costs			
Transportation	\$ 5,000.00	Bus passes, uber rides, and gas for vehicles	Transportation to dr. appointments, additional services, and jobs are a regularly requested item.
Other Program Costs			
General Liability Insurance			
Office Equipment			
Office Internet			
Office Space			
Office Supplies			
Office Utilities			
Sub-Leased or Leased Unit Turn-Over			
Sub-Leased Unit Damages (during tenancy)			
Staff Training / Conference / Per Diem	\$ 5,000.00	Staff training and training for people looking for employment.	To assist in success we offer soft skills, and financial management trainings for people seeking services. Staff trainings are also included in this request.
Telephone			
Program Operations Category Sub Total	\$ 72,000.00		
Direct Costs SUBTOTAL	\$ 72,000.00		