

**HUMAN AND SOCIAL NEEDS**  
DALLAS CITY COUNCIL COMMITTEE AGENDA

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CITY SECRETARY  
DALLAS, TEXAS

MONDAY, JUNE 3, 2019  
CITY HALL  
COUNCIL BRIEFING ROOM, 6ES  
1500 MARILLA STREET  
DALLAS, TEXAS 75201  
11:00 A.M.

**Chair**, Mayor Pro Tem Casey Thomas, II  
**Vice Chair, LGBT Task Force Chair**, Deputy Mayor Pro Tem Adam Medrano  
**Senior Citizen Task Force Chair, Youth Commission Chair**, Council Member Omar Narvaez  
**Education Task Force, Poverty Task Force, Dallas Area Partnership Co Chair**, Council Member Mark Clayton  
Council Member B. Adam McGough  
Council Member Carolyn King Arnold

Call to Order

1. Approval of May 20, 2019 Minutes

**BRIEFINGS**

2. Request for Developer Interest (RDI) Overview:                      Monica Hardman, Director  
Track 4 Supportive Housing Development                                      Office of Homeless Solutions
3. Office of Homeless Solutions Update on Homeless                      Monica Hardman, Director  
Response System Audit    Office of Homeless Solutions
4. Attachments:
  - A. Response Memo – Question About Procurement (April 15, 2019)
  - B. WCIA Update on FY2018-2019 Budget Item Civil Legal Immigration Services Program with the Vera Institute of Justice
5. Upcoming Agenda Item(s)

**June 12, 2019**

- A. *Draft File ID #19-840: Authorize an agreement with the Vera Institute of Justice Inc. (VERA), approved as to form by the City Attorney, to establish the civil immigration legal services initiative in accordance with the Welcoming Plan Task Force recommendations approved by City Council Resolution No. 18-1520 on October 24, 2018: Committing the City to remit \$100,000 in funding to VERA for a selected service provider to provide civil immigration legal services, and committing Vera to provide a 1:1 match of \$100,000 to supplement the City's funding for representation of Dallas residents before the Executive Office of Immigration Review, and for VERA to provide in-kind infrastructure support including training and technical assistance - Not to exceed \$100,000 - Financing: General Fund*

**June 26, 2019**

- A. *Draft File ID #19-742: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with Community Council of Greater Dallas, to provide a homeless workforce sustainability program for the period July 1, 2019 through September 30, 2020 - Not to exceed \$211,599.00 - Financing: General Fund*
- B. *Draft File ID #19-746: Authorize Supplemental Agreement No. 1 to the contract with Family Gateway, Inc. for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless families with children, and Homeless Management Information System data collection, for the period*

**A quorum of the City Council may attend this Council Committee meeting**

October 1, 2018 through September 30, 2019 - Not to exceed \$278,019.00, from \$92,478.00 to \$370,497.00 - Financing: 2017-18 Emergency Solutions Grant Funds

- C. Draft File ID #19-747: Authorize Supplemental Agreement No. 1 to the contract with Legal Aid of NorthWest Texas for the provision of expanded emergency shelter essential services, consisting of legal services, for homeless persons, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$89,687.00, from \$25,314.00 to \$115,001.00 - Financing: 2017-18 Emergency Solutions Grant Funds
- D. Draft File ID #19-748: Authorize Supplemental Agreement No. 1 to the contract with The Family Place for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless families, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$99,000.00, from \$74,440.00 to \$173,400.00 - Financing: 2017-18 Emergency Solutions Grant Funds
- E. Draft File ID #19-749: Authorize Supplemental Agreement No. 1 to the contract with Shelter Ministries of Dallas dba Austin Street Center for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless individuals, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$268,283.00, from \$154,961.00 to \$423,244.00 - Financing: 2017-18 Emergency Solutions Grant Funds
- F. Draft File ID #19-750: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with Family Place, to provide a System Enhancement program for the period July 1, 2019 through September 30, 2020 - Not to exceed \$62,500.00 - Financing: General Fund
- G. Draft File ID #19-751: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with CitySquare, to provide a Systems Enhancement program, for the period July 1, 2019 through September 30, 2020 - Not to exceed \$187,500.00 - Financing: General Fund
- H. Draft File ID #19-752: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with Catholic Charities of Dallas, to provide a Supportive Housing for Seniors program, for the period July 1, 2019 through September 30, 2020 - Not to exceed \$250,000.00 - Financing: General Fund
- I. Draft File ID #19-753: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with CitySquare, to administer the Landlord Subsidized Leasing Program for the period July 1, 2019 through September 30, 2020 - Not to exceed \$1,300,000.00 - Financing: General Fund

6. Committee Forecast

Adjourn



Casey Thomas, II, Chair  
Human and Social Needs Committee

## EXECUTIVE SESSION NOTICE

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

## HANDGUN PROHIBITION NOTICE FOR MEETING OF GOVERNMENTAL ENTITIES

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

*"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."*

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

*"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."*

# Human and Social Needs Committee Meeting Record

**Meeting Date:** Monday, May 20, 2019

**Convened:** 11:05 A.M. **Adjourned:** 11:32 A.M.

**Committee Members Present:**

Mayor Pro Tem Casey Thomas, II, Chair  
Council Member Omar Narvaez  
Council Member B. Adam McGough  
Council Member Carolyn King Arnold

**Committee Members Absent:**

Deputy Mayor Pro Tem Adam Medrano, Vice Chair  
Council Member Mark Clayton

**Other Council Members Present:**

**Staff Present:**

Zenae Palmer  
Monica Hardman  
Jessica Galleshaw  
Hannah Alexander

Barbara Martinez  
Nadia Chandler-Hardy  
Lupe Rios  
Charletra Sharp

**AGENDA:**

**Call to Order**

**1. Approval of Minutes from the May 6, 2019 Human and Social Needs Committee Meeting**

**Presenter(s):** Mayor Pro Tem Casey Thomas, II, Chair

**Information Only:**

**Action Taken/Committee Recommendation(s):**

**Motion made by:** Council Member Narvaez

**Item passed unanimously:**

**Item failed unanimously:**

**Motion Seconded by:** Deputy Mayor Pro Tem Medrano

**Item passed on a divided vote:**

**Item failed on a divided vote:**

**2. FY 2018-2019 Homeless Response System and Landlord Subsidized Leasing Updates**

**Presenter(s):** Monica Hardman, Office of Homeless Solutions, Director

**Information Only:**

**Action Taken/Committee Recommendation(s):**

**Motion made by:**

**Item passed unanimously:**

**Item failed unanimously:**

**Motion Seconded by:**

**Item passed on a divided vote:**

**Item failed on a divided vote:**

**3. Upcoming Agenda Item(s)**

**Presenter(s):**

**Information Only:**

**Action Taken/Committee Recommendation(s):**

Council Member Clayton made a motion to move the items forward to full council. Deputy Mayor Pro Tem Medrano seconded. All in favor. Motion passes.

**Motion made by:** Council Member Clayton

**Item passed unanimously:**

**Item failed unanimously:**

**Motion Seconded by:** Deputy Mayor Pro Tem Medrano

**Item passed on a divided vote:**

**Item failed on a divided vote:**

**4. Committee Forecast**

**Presenter(s):**

**Information Only:**

**Action Taken/Committee Recommendation(s):**

**Motion made by:**

**Item passed unanimously:**

**Item failed unanimously:**

**Motion Seconded by:**

**Item passed on a divided vote:**

**Item failed on a divided vote:**

**APPROVED BY:**

**ATTEST:**

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Casey Thomas, II, Chair  
Human and Social Needs Committee

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Zenae Palmer, Coordinator  
Human and Social Needs Committee

DRAFT

# Memorandum



CITY OF DALLAS

DATE May 30, 2019

Honorable Mayor and Members of the City Council:

TO Mayor Pro Tem Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano (Vice Chair), Councilmember Omar Narvaez, Councilmember Mark Clayton, Councilmember B. Adam McGough, Councilmember Carolyn King Arnold

SUBJECT **Request for Developer Interest (RDI) Overview: Track 4 Supportive Housing Development**

## Summary

Attached is briefing presentation on Request for Developer Interest (RDI) Overview: Track 4 Supportive Housing Development.

## Background

The development of supportive housing units through utilization of \$20 million in Proposition J Bond funds is the 4<sup>th</sup> track of approved Homeless Solutions Strategy Plan. Track 4 is focused on the long-term solution which is creation of 1,000 affordable supportive housing units over the next 3-5 years.

The Office of Homeless Solutions is ready to accept competitive proposals and will accomplish through a Request for Developer Interest (RDI). This presentation will detail the investment and funding priorities, eligibility, qualification criteria for development team, and implementation timeline.

The Citizen Homelessness Commission (CHC) has led several community engagement sessions and provided a recommendation to encourage high quality innovative projects that address the needs of situational homelessness prioritized for use as rapid rehousing.

On May 15, 2019, the Office of Homeless Solutions presented potential City-owned, other publicly-owned, and private sites to City Council for consideration. The RDI will include several of these sites for the development community to bid on. The RDI is scheduled to be released and advertised to the public on June 13, 2019 with proposals due on August 14, 2019 and tentative awards in November/December 2019.

Should you have any questions or concerns, please contact myself or Monica Hardman, Director of Office of Homeless Solutions.

A handwritten signature in blue ink, appearing to read 'Nadia'.

Nadia Chandler-Hardy  
Assistant City Manager and Chief Resilience Officer

DATE May 30, 2018

SUBJECT **Request for Developer Interest (RDI) Overview: Track 4 Supportive Housing Development**

c: T.C. Broadnax, City Manager  
Mark Swann, City Auditor  
Chris Caso, City Attorney (Interim)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Aleqresh, Chief Innovation Officer  
Directors and Assistant Directors

# Request for Developer Interest (RDI) Overview: Track 4 Supportive Housing Development

**Human & Social Needs**

**June 3, 2019**

**Monica Hardman, Director  
Office of Homeless Solutions**

**Nadia Chandler-Hardy  
Assistant City Manager  
Chief Resilience Officer**



**City of Dallas**

# Agenda

- RDI Overview
- RDI Incentives
- RDI Scope
- RDI Investment Strategy and Funding Priorities
- Eligible Activities
- Qualification of Development Team
- CHC Feedback
- Next Steps

# RDI Overview

- The Answer to Homelessness is a Home
- 1,000 supportive housing units over the next three to five years
- Creation or preservation of existing affordable housing to serve Dallas residents experiencing homelessness in the categories of permanent supportive housing (PSH) and supportive housing (SH)

# RDI Incentives

- Up to \$20 Million dollars in designated bond funds for gap financing to support capital investment of supportive housing units
- Other City funding sources and incentives may be considered to supplement gap financing, if applicable
- City-owned properties and vacant land available to qualified developers to propose a qualified project
- Up to \$500,000 in operating assistance to awarded projects

# Investment Strategy

Bond Development Goal: 1,000 units over 3-5 years

## Innovation

Public private partnerships to deliver transformative projects

## Collaboration

Developed and managed by entities with shared values and mission

## Leverage

Stretch City's investment funding to achieve exponential impact

## Inclusion

Mixed-income provide affordable, workforce, and market rate housing in high-opportunity areas

## Accommodation

Located near transportation, full-scale grocery stores, major employment centers, public parks and libraries

## Alignment

Compliant with all City policy and strategic priorities

# RDI Funding Priorities

- Projects creating or preserving housing units with the purpose to rapidly rehouse individuals and families who are able to maintain stable housing through wraparound services
- Projects that are shovel ready and can expeditiously assist the City in meeting production goals based on feasibility of development schedule
- Projects with sustainable designs that are located near amenities such as full-scale grocery stores, major employment centers, and public parks and libraries

# Eligible Activities

- New construction of properties 50 units or more
- Rehabilitation of multifamily properties of 25 units or more
- Adaptive reuse, repurposing or retrofitting non-residential buildings to provide housing of 25 units or more
- Property or land acquisition
- Project related soft costs may be awarded on a limited basis and will be at the recommendation of City staff and based on the need determined during the underwriting review

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# Qualification of Development Team

## 1. Experience and Good Standing

- Documented capacity to construct, or rehabilitate, and operate multi-family housing that benefits low-income individuals
- Commitment to and experience in providing supportive services
- Recent relevant experience:
  - Providing housing to homeless people
  - Administering leasing or rental assistance funds
  - Homeless Management Information System (HMIS) data
- No outstanding tax liens or outstanding monitoring/audit issues

## 2. Financial Capacity

- Sufficient liquidity to cover any funding shortfalls or delays that may occur during construction, lease-up and operation of the property

## 3. Site control

- Current owner of property
- Have a binding contract to purchase property at time of application
- Applying for available City-owned site through this RDI

# CHC Involvement and Feedback

- CHC sponsored community engagement
  - October 23, 2018, January 30, 2019, and February 6, 2019
  - Recommend that funding is prioritized for use as rapid rehousing
- CHC Housing Committee's recommendation reported to full CHC on February 14, 2019
  - *“Given the substantial HUD funding of [Permanent Supportive Housing], the subcommittee recommends the bond funding encourage high quality innovative projects that address the needs of situational homelessness.*
    - *Considering [Continuum of Care] minimum standards*
    - *Want tighter language on service levels, outcome measures and reporting”*

# Next Steps

DATE	DESCRIPTION
June 13, 2019	Release and Advertisement of RDI/RFP
June 20, 2019	2 <sup>nd</sup> Advertisement
June 24, 2019 – June 28, 2019	Pre-proposal conferences
July 8-10, 2019	Community Engagement Meetings
July 25, 2019 at 5:00 p.m.	Deadline for written comments and questions
August 1, 2019	City posts all comments/questions or addendums
August 14, 2019	Proposals Due by 2:00 p.m.
November/December 2019	Tentative Award Date (OHS Intent to Award)

# Request for Developer Interest (RDI) Overview: Track 4 Supportive Housing Development

**Human & Social Needs**

**June 3, 2019**

**Monica Hardman, Director  
Office of Homeless Solutions**

**Nadia Chandler-Hardy  
Assistant City Manager  
Chief Resilience Officer**



**City of Dallas**

# Memorandum



CITY OF DALLAS

DATE May 30, 2019

Honorable Mayor and Members of the City Council:

TO Mayor Pro Tem Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano (Vice Chair), Councilmember Omar Narvaez, Councilmember Mark Clayton, Councilmember B. Adam McGough, Councilmember Carolyn King Arnold

SUBJECT **Office of Homeless Solutions Update on Homeless Response System Audit**

## Summary

Attached is briefing presentation on Office of Homeless Solutions Update on Homeless Response System Audit.

## Background

The City Auditor released *Audit of Homeless Response System Effectiveness (Report No. A18-004)* results in December 2017. The audit report detailed a fragmented and uncoordinated homeless response system which impacted ability to evaluate performance.

The Audit Report provides 25 recommendations based on identified deficiencies in the following three areas:

1. Homeless Management Information System Participation, Implementation, Procurement, and Oversight Affect City's Homeless Response System Effectiveness
2. City Oversight of The Bridge
3. City Evaluation of the Effectiveness of Homeless Services

This presentation provides a general update on how OHS is progressing in these main areas. The City Auditor is scheduled to release a Follow-Up of Prior Audit Recommendations report on June 3, 2019.

The Office of Homeless Solutions will continue to assess internal and external policies, controls, and performance to evaluate and enhance the Homeless Response System to improve efficiency and outcomes of persons experiencing homelessness.

Should you have any questions or concerns, please contact myself or Monica Hardman, Director of Office of Homeless Solutions.

A handwritten signature in blue ink, appearing to read 'Nadia'.

Nadia Chandler-Hardy  
Assistant City Manager and Chief Resilience Officer

DATE **May 30, 2018**

SUBJECT **Office of Homeless Solutions Update on Homeless Response System Audit**

C: T.C. Broadnax, City Manager  
Mark Swann, City Auditor  
Chris Caso, City Attorney (Interim)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
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Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
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Directors and Assistant Directors

# Office of Homeless Solutions Update on Homeless Response System Audit

Human & Social Needs  
June 3, 2019

Monica Hardman, Director  
Office of Homeless Solutions

Nadia Chandler-Hardy  
Assistant City Manager  
Chief Resilience Officer



**City of Dallas**

# Purpose

Provide status update implementation of City Auditor's recommendation in Audit of Homeless Response System Effectiveness (Report No. A18-004)

- Update on agreements with The Bridge and Metro Dallas Homeless Alliance, including progress on selection of new Homeless Management Information System
- Discuss next steps

# Background

- Homeless Response System: stakeholders that provide services along the continuum of care (emergency shelter, housing, street outreach, behavioral health services, case management, homelessness prevention, jail diversion, etc.) to prevent and intervene in homelessness
- According to City Auditor's *Audit of Homeless Response System Effectiveness* (December 2017), the system is fragmented and uncoordinated which makes it difficult to evaluate how well its performing

# Review of Audit's Findings/Recommendations

- The Audit Report is divided into three sections and provides 25 recommendations for identified deficiencies:
  - I. Homeless Management Information System Participation, Implementation, Procurement, and Oversight Affect City's Homeless Response System Effectiveness (***Recommendations I-IV***)
  - II. City Oversight of The Bridge (***Recommendations V-XVI***)
  - III. City Evaluation of the Effectiveness of Homeless Services (***Recommendations XVII-XXV***)

# Section I- HMIS Participation, Implementation, Procurement, and Oversight Affect City's Homeless Response System Effectiveness

## *Implementation Status of Recommendations I-IV*

- In Process: Contract Negotiations
  - Provide \$50,000 for system analysis and reporting for the Dallas Homeless Response System (DHRS); assist new agencies in sharing data with the Homeless Management Information System (HMIS)
    - Aligns with City Auditor recommendations in 2017 Audit Report
    - Contingent on the success of this contract, Staff will seek City Council's consideration for a more comprehensive contract for FY19-FY20
- In Process: Procurement of HMIS System
  - MDHA has completed the procurement process to select a new HMIS provider; final selection is pending Board approval which includes three City of Dallas staff

# Section II- City Oversight of The Bridge

## ***Implementation Status of Recommendations V-XVI***

- Completed: Enhanced reporting requirements
  - Includes financial, HMIS, and performance reports
  - OHS staff has strengthened internal controls and performs desk reviews
- In Process: Good Neighbor
  - Monthly Good Neighbor collaborative meeting
  - Pilot initiative outside of contract boundaries has had successful outcomes
- In Process: Improved Communication
  - OHS and Bridge leadership participate in a standing monthly meeting

# Section III- City Evaluation of the Effectiveness of Homeless Services

## *Implementation Status of Recommendations*

### *XVII-XXV*

- Completed: Creation of Homeless Solutions Strategy Plan to address gaps in homeless response system
- In Process: OHS enhancements
  - Creation of Operations and Performance Division
  - Performance measures and outcomes included in procurement process and contract development
  - Development of Strategic Plan
- In Process: Outsourcing and Transition of Continuum of Care Two of the four projects have been approved by City Council and HUD to transition to new grantees
  - The remaining two Shelter Plus Care grants did not receive proposals during the initial procurement process; HUD has approved a restructure of the grant that will reduce the match requirement
    - New procurement process is underway

# Next Steps

- City Auditor's Office (CAO) will publish a report in June 2019 describing recommendations implemented by September 30, 2018
- OHS will continue to make progress on implementing recommendations that were not fully implemented during the review period
- Future updates will be provided after the formal report is released

# Office of Homeless Solutions Update on Homeless Response System Audit

Human & Social Needs  
June 3, 2019

Monica Hardman, Director  
Office of Homeless Solutions

Nadia Chandler-Hardy  
Assistant City Manager  
Chief Resilience Officer



**City of Dallas**

# Memorandum



CITY OF DALLAS

DATE May 30, 2019

Honorable Mayor and Members of the City Council:

TO Mayor Pro Tem Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano (Vice Chair), Councilmember Omar Narvaez, Councilmember Mark Clayton, Councilmember B. Adam McGough, Councilmember Carolyn King Arnold

SUBJECT **Response Memo – Question About Procurement**

On Monday, April 15, 2019, the Office of Community Care (OCC) briefed the Human and Social Needs Committee on programming efforts in community centers. During that presentation, staff provided an update on the progress of the CDBG-funded (Community Development Block Grant) Self-Sufficiency Programming to be offered in the centers and explained that programs were selected through a RFCSP (Request for Competitive Sealed Proposals). The question was asked as to why staff chose to use an RFCSP process instead of an RFP process. Staff indicated that they have typically utilized the RFCSP process, which has been recommended by Procurement Services, because it allows for funding decisions to be made based upon factors beyond program cost, including strength of the proposed program, prior performance, and other factors.

OCC staff has consulted Procurement Services about this decision and to seek a recommendation on which process to utilize moving forward. Procurement Services confirmed that both processes enable staff to make funding decisions based upon a variety of qualitative and quantitative factors. Procurement Services stressed that the outcome from both processes would likely have been the same. Procurement Services advised OCC that they are currently reviewing their processes and recommendations related to these types of funding decisions and OCC will work closely with Procurement to ensure that we are using the best evaluation process for future grant awards.

Should you have additional questions or concerns, please feel free to contact me.



Jessica Galleshaw  
Office of Community Care Director

c: T.C. Broadnax, City Manager  
Mark Swann, City Auditor  
Chris Caso, City Attorney (Interim)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizar Tolbert, Chief of Staff to the City Manager  
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Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE May 30, 2019

Honorable Mayor and Members of the City Council:

TO Mayor Pro Tem Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano (Vice Chair), Councilmember Omar Narvaez, Councilmember Mark Clayton, Councilmember B. Adam McGough, Councilmember Carolyn King Arnold

SUBJECT **WCIA Update on FY 2018-2019 Budget Item Civil Legal Immigration Services Program with the Vera Institute of Justice**

On Monday, June 3, 2019, the Human and Social Needs Committee will consider a proposed agreement with the Vera Institute of Justice Inc. for the civil immigration legal services.

## Summary

This memorandum summarizes the Office of Welcoming Communities and Immigrant Affairs proposal to authorize the execution of a Safe Network Agreement with the Vera Institute of Justice, committing the City to remit \$100,000 in funding to Vera for representation of Dallas residents before the Executive Office of Immigration Review, and to provide in-kind support including the selection of a non-profit legal services provider in Dallas recognized to practice before the Immigration Court, training and technical assistance, data collection, reporting, program monitoring, and communications assistance. Vera will remit a matching catalyst grant of \$100,000 to the selected non-profit legal service provider.

## Background

The Office of Welcoming Communities and Immigrant Affairs was established in March 2017 to promote the civic, economic and cultural contributions of immigrants and refugees to the City of Dallas. Among WCIA's first priorities was to oversee an economic and demographic study of immigrants in Dallas. The "Welcoming Dallas Strategic Plan" was approved by Resolution No. 18-1520 on October 24, 2018 pursuant to the study and a survey. The survey assessed quality of life issues of immigrants and refugees in Dallas via a survey, finding a consistent and top concern to be the increased federal immigration enforcement system. An estimated 8,000 Dallas residents are unrepresented before the Dallas Immigration Courts.

The increased federal enforcement has had a sweeping impact on Dallas' immigrant and refugee community, ranging from distrust of local law enforcement to disenrollment of eligible family members from various benefit programs. Studies show that immigrants who are represented in removal proceedings are up to ten times more likely to establish a right to remain in the United States versus those who are unrepresented. Providing civil immigration legal assistance to Dallas' immigrant residents aligns with the goals of City's 2018-19 Service First budget to be an inclusive city.

DATE May 30, 2019

SUBJECT **WCIA Update on FY 2018-2019 Budget Item Civil Legal Immigration Services Program with the Vera Institute of Justice**

Dallas derives significant benefits from the economic, social and cultural contributions of immigrant families. As an inclusive city, Dallas cares deeply when these families' lives are impacted and disrupted by immigration detention. By providing civil immigration legal assistance, detained immigrants will be able to have their cases adjudicated by immigration courts and return to their families and the workplace more expeditiously, minimizing the financial burdens they would otherwise experience.

On September 18, 2018, the Dallas City Council approved the FY 2018-19 WCIA budget which included funds for the creation of a fund to provide civil immigration legal services for Dallas residents. The City of Dallas civil immigration legal services fund was established to support affordable and available access to legal services to City of Dallas residents in removal proceedings, including pathways to citizenship. This contract is currently included as one of the 44 initiatives on the FY 2018-19 Budget Accountability Report.

WCIA proposes contracting with the Vera Institute for Justice, Inc. to participate in the Safety and Fairness for Everyone (SAFE) Network, administer the City's civil immigration legal services program, and receive a 1:1 match in funding for the program. Vera is a standard bearer in the civil rights and access to justice programming. Vera has long served as a contract provider to the U.S. Department of Justice, Executive Office for Immigration Review to enable its legal access programming and provides technical and matching grants to municipalities throughout the U.S. to participate in the SAFE Network. Vera is unique in that it has established and manages the SAFE Network, which includes consultation services that supports access to justice programs initiated by municipal governments.

Vera is the only organization to offer to match funding to the City's funds and will provide technical assistance and training to establish the Dallas program providing immigration legal services to Dallas residents for sustainability. Through this program, Dallas residents who are detained by Immigration and Customs Enforcement will be provided access to legal representation before the Dallas Immigration Courts.

The provision of these services is for the public purpose of increasing the public health, safety, and welfare of all persons in the municipality. This program is aligned with strategic priorities identified by City Council, including (1) Human and Social Needs as a Strategic Priority, (2) the City's "Dallas Resilience" report, and (3) Mayor Rawlings Poverty Task Force Report. No other organization can provide such services.

### **Fiscal Impact**

Cost consideration: \$100,000. Approved in the FY 2018-19 budget.

### **Staff Recommendation**

Staff recommends that the Human and Social Needs Committee forward the following to City Council for consideration and approval: establish the execution of a Safe Network Agreement with the Vera Institute of Justice, committing the City to remit \$100,000 in funding to Vera for representation of Dallas residents before the Executive Office of Immigration Review, and to provide in-kind support including the selection of a non-profit

DATE May 30, 2019

SUBJECT **WCIA Update on FY 2018-2019 Budget Item Civil Legal Immigration Services Program with the Vera Institute of Justice**

legal services provider in Dallas recognized to practice before the Immigration Court, training and technical assistance, data collection, reporting, program monitoring, and communications assistance. Vera will remit a matching catalyst grant of \$100,000 to the selected non-profit legal service provider.

Should you have any questions, please do not hesitate to contact me.



M. Elizabeth Cedillo-Pereira, Esq.  
Office of Welcoming Communities and Immigrant Affairs Director

c: T.C. Broadnax, City Manager  
Mark Swann, City Auditor  
Chris Caso, City Attorney (Interim)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Nadia Chandler-Hardy, Assistant City Manager and Chief Resilience Officer  
Joey Zapata, Assistant City Manager  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Aleqresh, Chief Innovation Officer  
Directors and Assistant Directors

**June 12, 2019**

- A. *Draft File ID #19-840: Authorize an agreement with the Vera Institute of Justice Inc. (VERA), approved as to form by the City Attorney, to establish the civil immigration legal services initiative in accordance with the Welcoming Plan Task Force recommendations approved by City Council Resolution No. 18-1520 on October 24, 2018: Committing the City to remit \$100,000 in funding to VERA for a selected service provider to provide civil immigration legal services, and committing Vera to provide a 1:1 match of \$100,000 to supplement the City's funding for representation of Dallas residents before the Executive Office of Immigration Review, and for VERA to provide in-kind infrastructure support including training and technical assistance - Not to exceed \$100,000 - Financing: General Fund (city-wide)*

**June 26, 2019**

- A. *Draft File ID #19-742: Authorize Supplemental Agreement No. 1 to the contract with Legal Aid of NorthWest Texas for the provision of expanded emergency shelter essential services, consisting of legal services, for homeless persons, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$89,687.00, from \$25,314.00 to \$115,001.00 - Financing: 2017-18 Emergency Solutions Grant Funds (city-wide)*
- B. *Draft File ID #19-746: Authorize Supplemental Agreement No. 1 to the contract with Family Gateway, Inc. for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless families with children, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$278,019.00, from \$92,478.00 to \$370,497.00 - Financing: 2017-18 Emergency Solutions Grant Funds (city-wide)*
- C. *Draft File ID #19-747: Authorize Supplemental Agreement No. 1 to the contract with Legal Aid of NorthWest Texas for the provision of expanded emergency shelter essential services, consisting of legal services, for homeless persons, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$89,687.00, from \$25,314.00 to \$115,001.00 - Financing: 2017-18 Emergency Solutions Grant Funds (city-wide)*
- D. *Draft File ID #19-748: Authorize Supplemental Agreement No. 1 to the contract with The Family Place for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless families, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$99,000.00, from \$74,440.00 to \$173,400.00 - Financing: 2017-18 Emergency Solutions Grant Funds (city-wide)*
- E. *Draft File ID #19-749: Authorize Supplemental Agreement No. 1 to the contract with Shelter Ministries of Dallas dba Austin Street Center for the provision of expanded emergency shelter services, consisting of shelter operations and essential services, for homeless individuals, and Homeless Management Information System data collection, for the period October 1, 2018 through September 30, 2019 - Not to exceed \$268,283.00, from \$154,961.00 to \$423,244.00 - Financing: 2017-18 Emergency Solutions Grant Funds (city-wide)*

Upcoming Agenda Item(s)

- F. *Draft File ID #19-750: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with Family Place, to provide a System Enhancement program for the period July 1, 2019 through September 30, 2020 - Not to exceed \$62,500.00 - Financing: General Fund (city-wide)*
- G. *Draft File ID #19-751: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with CitySquare, to provide a Systems Enhancement program, for the period July 1, 2019 through September 30, 2020 - Not to exceed \$187,500.00 - Financing: General Fund (city-wide)*
- H. *Draft File ID #19-752: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with Catholic Charities of Dallas, to provide a Supportive Housing for Seniors program, for the period July 1, 2019 through September 30, 2020 - Not to exceed \$250,000.00 - Financing: General Fund (city-wide)*
- I. *Draft File ID #19-753: Authorize a fifteen-month contract, with one twelve-month renewal option contingent upon performance and subject to appropriation, with CitySquare, to administer the Landlord Subsidized Leasing Program for the period July 1, 2019 through September 30, 2020 - Not to exceed \$1,300,000.00 - Financing: General Fund (city-wide)*

## Human & Social Needs Committee - FY2018 - 2019 Agenda Forecast

<b>August 5, 2019</b>	WIC Center Services and Location Assessment	Jessica Galleshaw Director Office of Community Care
	Resilient Dallas Strategy	Nadia Chandler-Hardy Assistant City Manager and Chief Resilience Officer
<b>August 19, 2019</b>	Budget Amendments	Jack Ireland Director Office of Budget
<b>September 16, 2019</b>	FY 2020 Budget Amendments	Jack Ireland Director Office of Budget