

**MEMORANDUM**

January 24, 2014

TO: County Council

FROM: Linda McMillan, Senior Legislative Analyst *LM*  
Amanda Mihill, Legislative Attorney *AM*

SUBJECT: **Public Hearing:** Bill 34-13, Interagency Commission on Homelessness -  
Established

Bill 34-13, Interagency Commission on Homelessness - Established, sponsored by Council Vice-President Leventhal and Council President Rice, was introduced on December 10, 2013. A joint Health and Human Services/Planning, Housing and Economic Development Committee worksession hearing is tentatively scheduled for March 20, 2014 at 9:30 a.m.

Bill 34-13 would establish an Interagency Commission on Homelessness and establish the membership and duties of the Commission.

This packet contains:

	<u>Circle #</u>
Bill 34-13	1
Legislative Request Report	7
Fiscal and Economic Impact statement	8

Bill No. 34-13  
Concerning: Interagency Commission on Homelessness -- Established  
Revised: 12/4/2013 Draft No. 1  
Introduced: December 10, 2013  
Expires: June 10, 2015  
Enacted: \_\_\_\_\_  
Executive: \_\_\_\_\_  
Effective: \_\_\_\_\_  
Sunset Date: \_\_\_\_\_  
Ch. \_\_\_\_\_, Laws of Mont. Co. \_\_\_\_\_

## COUNTY COUNCIL FOR MONTGOMERY COUNTY, MARYLAND

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By: Council Vice-President Leventhal

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**AN ACT** to:

- (1) establish an Interagency Commission on Homelessness;
- (2) establish the membership and duties of the Commission; and
- (3) generally amend the law relating to health and sanitation.

By adding

Montgomery County Code  
Chapter 24, Health and Sanitation  
Article IX. Interagency Commission on Homelessness  
Sections 24-62, 24-63, 24-64, 24-65, 24-66, 24-67, 24-68, and 24-69

<b>Boldface</b>	<i>Heading or defined term.</i>
<u>Underlining</u>	<i>Added to existing law by original bill.</i>
[Single boldface brackets]	<i>Deleted from existing law by original bill.</i>
<u>Double underlining</u>	<i>Added by amendment.</i>
[[Double boldface brackets]]	<i>Deleted from existing law or the bill by amendment.</i>
* * *	<i>Existing law unaffected by bill.</i>

*The County Council for Montgomery County, Maryland approves the following Act:*

1           **Sec. 1. Article IX (Sections 24-62, 24-63, 24-64, 24-65, 24-66, 24-67, 24-68,**  
 2 **and 24-69) is added as follows:**

3                           **Article IX. Interagency Commission on Homelessness**

4 **24-62. Definitions.**

5           In this Article, *Commission* means the Interagency Commission on  
 6 Homelessness.

7 **24-63. Established.**

8           The Executive must appoint, subject to confirmation by the Council, an  
 9 Interagency Commission on Homelessness.

10 **24-64. Members**

11           (a) The Commission has 25 members.

12           (b) The Executive must appoint the following to serve as ex-officio  
 13 members:

- 14                   (1) Director of the Department of Health and Human Services;
- 15                   (2) Chief of Special Needs Housing of the Department of Health and  
 16 Human Services;
- 17                   (3) Chief of Behavioral Health and Crisis Services of the Department  
 18 of Health and Human Services;
- 19                   (4) Director of the Department of Correction and Rehabilitation;
- 20                   (5) Director of the Department of Housing and Community Affairs;
- 21                   (6) Assistant Chief for Field Services of the Montgomery County  
 22 Police Department;
- 23                   (7) A representative from the Office of the County Executive; and
- 24                   (8) The Director of the Family Justice Center.

25           (c) The Executive must invite the following to serve as ex officio members:

- 26                   (1) A member of the County Council, selected by the Council  
 27 President;

- 28           (2)   Executive Director of the Housing Opportunities Commission;
- 29           (3)   Director of Student Services of the Montgomery County Public
- 30                 Schools;
- 31           (4)   The Mayor or the representative of the Mayor of the City of
- 32                 Gaithersburg;
- 33           (5)   The Mayor of the representative of the Mayor of the City of
- 34                 Rockville;
- 35           (6)   The Mayor or the representative of the Mayor of the City of
- 36                 Takoma Park;
- 37           (7)   A representative of the Department of Veteran’s Affairs; and
- 38           (8)   A member of the County Legislative Delegation selected jointly
- 39                 by the Chairs of the House and Senate Delegations.
- 40           (d)   The Executive must appoint 5 members that are representatives of the
- 41                 Montgomery County Continuum of Care.
- 42           (e)   The Executive must appoint 4 members of the public. At least 1 public
- 43                 member must be a homeless or formerly homeless resident of
- 44                 Montgomery County and at least 1 member must be a representative of
- 45                 a hospital located in Montgomery County.
- 46           (f)   The term of each member is 3 years. If a member is appointed to fill a
- 47                 vacancy before a term expires, the successor serves the rest of the
- 48                 unexpired term.

**24-65. Voting, officers, chairs, meetings, compensation; subcommittees.**

- 50           (a)   Each member of the Group is a voting member.
- 51           (b)   The Executive must designate a Chair and Vice Chair.
- 52           (c)   The Commission must meet at least 4 times each year.

53 (d) A member serves without compensation. However, a member may  
 54 request reimbursement for mileage and dependent care costs at rates  
 55 established by the County.

56 (e) The Commission may establish 1 or more subcommittees to assist in  
 57 carrying out any function of the Commission. Any subcommittee action  
 58 is not the action of the Commission and must not bind the Commission  
 59 or its members. A subcommittee may include a person who is not a  
 60 member of the Commission. However, the chair of each subcommittee  
 61 must be a member of the Commission.

62 **24-66. Duties.**

63 The Commission must:

64 (a) promote a community-wide goal to end homelessness;

65 (b) develop a strategic plan to prevent and reduce homelessness and  
 66 minimize the trauma and dislocation caused to homeless families and  
 67 individuals;

68 (c) review and monitor any program that is a component of the Continuum  
 69 of Care, 100,000 Homes Campaign, and Housing First Initiative,  
 70 including:

71 (1) permanent housing;

72 (2) transitional housing;

73 (3) supportive services;

74 (4) homeless management information system; and

75 (5) homelessness prevention;

76 (d) recommend to the Executive and Council any improvements to the  
 77 Continuum of Care, including process changes, to reduce any barrier to  
 78 housing and minimize the time needed to move someone from  
 79 homelessness to housing;

- 80           (e) educate the community about homelessness, best practices to reduce  
 81           homelessness, resources needed to reduce homelessness, and long term  
 82           savings that are achieved by providing permanent, stable housing; and  
 83           (f) recommend and promote partnerships with any private organization,  
 84           business, corporation, philanthropic organization or foundation, and any  
 85           municipal, state, or federal government agency to improve the County's  
 86           ability to prevent and reduce homelessness.

87   **24-67. Annual report.**

88           By November 30 of each year, the Commission must submit to the Executive  
 89   and Council a report that:

- 90           (a) provides data and trends regarding homelessness, including data from  
 91           the Council of Government's Point-in-Time survey and the 100,000  
 92           Homes Campaign survey;  
 93           (b) identifies gaps in the Continuum of Care that prevent or impede the  
 94           County's ability to address needs identified through the review of data  
 95           on homeless;  
 96           (c) makes recommendations for the capital and operating budget for the  
 97           following fiscal year;  
 98           (d) makes recommendation for any legislative or regulatory changes needed  
 99           to implement the Continuum of Care strategic plan; and  
 100          (e) reports on any educational or public outreach activities undertaken  
 101          during the preceding year.

102   **24-68. Advocacy.**

103           The Commission must not engage in any legislative advocacy at the state or  
 104   federal levels unless that activity is approved by the Office of Intergovernmental  
 105   Relations.

106   **24-69. Staff.**

107 The Chief Administrative Officer must provide appropriate staff within the  
108 Department of Health and Human Services to staff the Commission.

109 **Sec. 2. Terms for Initial Members.**

110 The County Executive must stagger the terms of the members initially  
111 appointed under Section 24-64 so that approximately one-third of the terms of these  
112 members expire each year.

113 *Approved:*

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Craig L. Rice, President, County Council Date

115 *Approved:*

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Isiah Leggett, County Executive Date

117 *This is a correct copy of Council action.*

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Linda M. Lauer, Clerk of the Council Date

## LEGISLATIVE REQUEST REPORT

Bill 34-13

### *Interagency Commission on Homelessness*

**DESCRIPTION:** Bill 34-13 would create an Interagency Commission on Homelessness

**PROBLEM:** Homelessness continues in Montgomery County as it does in other jurisdictions. The 2013 COG Point-in-Time survey counted 1,004 homeless people including 638 homeless individuals and 366 people in families. In November, during the 100,000 Homes Campaign Registry week 431 homeless individuals were contacted and 369 completed surveys providing information about the risk factors, including health, that have led to their homelessness.

**GOALS AND OBJECTIVES:** Improve planning and collaboration to prevent and reduce homelessness by establishing an ongoing Commission of policy makers, service partners, and public members. The Commission will help inform the public about the problem of homelessness and the outcomes from helping individuals and families to have permanent housing. The Commission will review programs and best practices and make recommendations to the County Executive and County Council.

**COORDINATION:** Health and Human Services

**FISCAL IMPACT:** To be requested.

**ECONOMIC IMPACT:** To be requested.

**EVALUATION:** Subject to the general oversight of the County Executive and County Council.

**EXPERIENCE ELSEWHERE:** To be researched.

**SOURCE OF INFORMATION:** Linda McMillan, Senior Legislative Attorney 240-777-7933  
Amanda Mihill, Legislative Attorney 240-777-7815

**APPLICATION WITHIN MUNICIPALITIES:** N/A

**PENALTIES:** N/A





ROCKVILLE, MARYLAND

MEMORANDUM

January 13, 2014

TO: Craig Rice, President, County Council

FROM: Jennifer A. Hughes, Director, Office of Management and Budget *JAH*  
Joseph F. Beach, Director, Department of Finance *JFB*

SUBJECT: Council Bill 34-13, Interagency Commission on Homelessness – Established

Please find attached the fiscal and economic impact statements for the above-referenced executive regulation.

JAH:fz

cc: Bonnie Kirkland, Assistant Chief Administrative Officer  
Lisa Austin, Offices of the County Executive  
Joy Nurmi, Special Assistant to the County Executive  
Patrick Lacefield, Director, Public Information Office  
Joseph F. Beach, Director, Department of Finance  
Michael Coveyou, Department of Finance  
Kevin Myers, Department of Finance  
Uma Ahluwalia, Director, Department of Health and Human Services  
Alex Espinosa, Office of Management and Budget  
Pofen Salem, Office of Management and Budget  
Felicia Zhang, Office of Management and Budget  
Naeem Mia, Office of Management and Budget

**Fiscal Impact Statement**  
**Council Bill 34-13 & Interagency Commission on Homelessness - Established**

1. Legislative Summary (Enter narrative that explains the purpose of the legislation).
  - a. Establish an Interagency Commission on Homelessness;
  - b. Establish the membership and duties of the Commission; and
  - c. Generally amend the law relating to health and sanitation.
2. An estimate of changes in County revenues and expenditures regardless of whether the revenues or expenditures are assumed in the recommended or approved budget. Includes source of information, assumptions, and methodologies used.

The proposed bill requires that the Executive appoints 25 members subject to confirmation by the Council. Of the 25, 16 would be governmental representatives (local, state, and federal), five would be representatives from the Montgomery County Continuum of Care, and four would be members of the public.

The duties assigned to the Commission in Section 24-66 will require substantive support and program knowledge by a staff person that can function effectively and assist in the monitoring of programs in the Montgomery County Continuum of Care, 100,000 Homes Campaign, and the Housing First Initiative.

The appropriate position will be discussed and identified during the FY15 budget review process.

Description	One-Time- Only	Ongoing	Assumption
Travel Reimbursement		\$ 1,000	4 meetings x \$10 = \$40 x 25 members
Dependent Care Expenses		\$ 3,000	4 meetings x \$30 = \$120 x 25 members
Program Manager II		\$ 91,857	Grade 25, 1.0FTE
Laptop	\$ 1,900		Infrastructure cost
Furniture	\$ 4,200		Infrastructure cost
Desk Phone	\$ 400	\$ 420	On-going based on \$35 per month
Blackberry	\$ 100	\$ 1,200	On-going based on \$100 per month
Office Supplies		\$ 1,000	
<b>Total</b>	<b>\$ 6,600</b>	<b>\$ 98,477</b>	<b>Total \$105,077 first year</b>

3. Revenue and expenditure estimates covering at least the next 6 fiscal years.

Fiscal Year	One	Two	Three	Four	Five	Six	Total
<b>Total Expenditure</b>	<b>\$105,077</b>	<b>\$98,477</b>	<b>\$98,477</b>	<b>\$98,477</b>	<b>\$98,477</b>	<b>\$98,477</b>	<b>\$597,462</b>

4. An actuarial analysis through the entire amortization period for each bill that would affect retiree pension or group insurance costs.  
 Not applicable.
5. Later actions that may affect future revenue and expenditures if the bill authorizes future spending.

**Economic Impact Statement**  
**Bill 34-13, Interagency Commission on Homelessness - Established**

**Background:**

This legislation would establish an Interagency Commission on Homelessness (Commission) and describe the membership and duties of the Commission.

**1. The sources of information, assumptions, and methodologies used.**

Not applicable

**2. A description of any variable that could affect the economic impact estimates.**

Not applicable

**3. The Bill's positive or negative effect, if any on employment, spending, saving, investment, incomes, and property values in the County.**

The Bill has no direct effect on the County's economy. However, some of the duties of the Commission must:

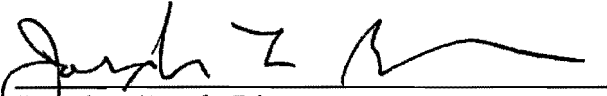
- Promote a community-wide goal to end homelessness,
- Develop a strategic plan to prevent and reduce homelessness and minimize the trauma and dislocation cause to homeless families and individuals, and
- Reviews and monitor any program that is a component of the Continuum of Care, 100,000 Homes Campaign, and Housing First Initiative.

Therefore the duties undertaken by the Commission should have a positive economic effect on those County residents who are homeless and specifically those that move those residents from a homeless environment to permanent or transitional housing. Such a program should create a demand for low-income housing.

**4. If a Bill is likely to have no economic impact, why is that the case?**

As stated in paragraph 3, the duties of the Commission should have a positive economic impact on the homeless residents in the County.

**5. The following contributed to and concurred with this analysis: David Platt and Rob Hagedoorn, Finance;**

  
\_\_\_\_\_  
Joseph F. Beach, Director  
Department of Finance

12/13/13  
Date