

**FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING BY AND
BETWEEN THE SOUTH BAY CITIES COUNCIL OF GOVERNMENTS AND THE
CITIES OF EL SEGUNDO, HERMOSA BEACH, MANHATTAN BEACH AND
REDONDO BEACH REGARDING THE USE OF ALLOCATED COUNTY
INNOVATION GRANT FUNDS TO IMPLEMENT THE CITIES' CASE
MANAGEMENT PROJECT**

R E C I T A L S

A. The parties entered into a Memorandum of Understanding dated February 2, 2022 (“MOU”) in order to implement the beach cities case management project.

B. Because the County of Los Angeles has extended its funding agreement with the South Bay Cities Council of Governments, it is necessary to extend the term of the MOU so that the expiration dates of both agreements will align.

C. This extension has no cost impact to any of the parties.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. The Term and reporting requirements of the MOU are extended to and shall expire on November 22, 2024.
2. In order to comply with the requirements set forth in the agreement between the County of Los Angeles and the South Bay Cities Council of Governments, the reporting requirements in the MOU are hereby modified to read as follows:

Reporting Requirements

The following reporting metrics are required on a quarterly basis:

- Case Manager case load (by city)
- Number of new cases (by city)
- Number of participants sheltered, referred to safe parking, or other interim situation (by city)
- Number of participants housed (by city)

Additionally, to better understand caseload and throughput, the parties are requiring the following information on an individual basis:

- HMIS ID (if known)(or other identifier as to not reveal personal information)
- Birth Date
- Enroll Date
- Exit Date
- Length of Stay in Program
- Assessment
- Housing Move-in Date
- Number of Services
- Number of Case Notes

Staffing Recommendations

Staffing issues have been persistent in homeless services even before the pandemic. The pandemic has exacerbated many of the issues. Here are a few staffing issues we have faced in the South Bay:

- Agency programs with 100% turnover in a year
- Agencies with open requisitions of a year or more
- Agencies being poached by County partners who pay more for the same or less amount of work
- Participants with 4 different Case Managers in a year

This level of turnover is problematic on many fronts: 1) It causes many of our participants to give up on the system 2) Turnover extends the amount of time to rehouse someone 3) This extended time means more public resources are needed – which is not an efficient use of tax dollars.

While the SBCCOG understands there may be many factors that lead to turnover and unfilled positions, it is clear by the amount of poaching that salary levels are not where they need to be. Many of the staff we have lost have gone to higher paying jobs doing similar work. As such, the SBCCOG is recommending for all its contracts, the following benchmark on pay for these positions:

- Peer support specialist: \$45,000 - \$55,000
- Case manager: \$55,000 - \$72,000
- Intensive case manager (ICMS): \$55,000 - \$78,000
- Program supervisors: \$65,000 - \$80,000
- Program manager: \$75,000 - \$87,000

This First Amendment to Memorandum of Understanding is executed and shall take effect as of July 1, 2023.

Beach Cities Case Management Project MOU Signees:

SOUTH BAY CITIES COUNCIL OF GOVERNMENTS

By: Jacki Bacharach
Jacki Bacharach, Executive Director/Board Secretary

CITY OF MANHATTAN BEACH

DocuSigned by:
Bruce Moe
By: Bruce Moe, City Manager
7/27/2023

CITY OF HERMOSA BEACH

DocuSigned by:
Suja Lowenthal
By: Suja Lowenthal, City Manager
6/20/2023

CITY OF EL SEGUNDO

DocuSigned by:
Darrell George
By: Darrell George, City Manager
6/13/2023

CITY OF REDONDO BEACH

By: Mike Witzansky, City Manager
Bill Brand, Mayor

City of Redondo Beach - signatures on next page

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Jacki Bacharach, Executive Director/Board Secretary

CITY OF MANHATTAN BEACH

By: _____
Bruce Moe, City Manager

CITY OF EL SEGUNDO

By: _____
Darrell George, City Manager

CITY OF HERMOSA BEACH

By: _____
Suja Lowenthal, City Manager

CITY OF REDONDO BEACH

DocuSigned by:
William C. Brand
E6413C7231DF4E1
By: _____
William C. Brand, Mayor

ATTEST:

DocuSigned by:
Eleanor Manzano
72F2AC718C214CF
Eleanor Manzano, City Clerk

APPROVED AS TO FORM:

2
DocuSigned by:
Michael W. Webb
66049E9FED03472
Michael W. Webb, City Attorney