



## Council Agenda Report

Item 6b

**Department:** Community Development and Fire  
**Cost Center:** 8509  
**For Agenda of:** 8/24/2021  
**Placement:** Public Hearing  
**Estimated Time:** Hearing

**FROM:** Michael Codron, Community Development Director  
Keith Aggson, Fire Chief

**Prepared By:** Kelsey Nocket, Homelessness Response Manager & James Blattler, Senior Administrative Analyst

**SUBJECT:** MOBILE CRISIS UNIT (MCU) – MENTAL HEALTH CLINICIAN RFP AND VAN PURCHASE

### RECOMMENDATIONS

1. Authorize the issuance of Request for Proposals (RFP) for contracting services of a Mental Health Clinician for the City of San Luis Obispo's Pilot Mobile Crisis Unit; and
2. Authorize the City Manager to enter into an agreement with the contractor that best responds to the RFP in terms of qualifications, cost, and approach to program implementation; and
3. Authorize the purchase of the Pilot Mobile Crisis Unit vehicle by adding the vehicle acquisition to the City's Capital Improvement Program; and
4. Authorize the Finance Director to approve a Budget Amendment Request moving approved vehicle purchase funding from the General Fund to the Capital Outlay Fund.

### DISCUSSION

#### Background

With fiscal year 2021-22, City Council adopted a Major City Goal for Housing and Homelessness. One key task of this goal is to pilot the City's first Mobile Crisis Unit (MCU). This pilot effort was inspired by similarly oriented programs (ex: CAHOOTS in Eugene, OR) which focus on issues related to mental health, homelessness, and addiction. Through piloting this MCU, the City aims to provide evidence of effective programming for the County of San Luis Obispo to adopt and expand upon as the agency with dedicated funding for social services.

#### Contract Services for a Mental Health Clinician

The City of San Luis Obispo's Pilot MCU is proposed to be staffed by co-deployed Emergency Medical Technician (EMT) and Mental Health Clinician personnel, who serve as primary and secondary responders on emergency and non-emergency calls for service involving persons suffering from physical or mental health crisis. The Mental Health Clinician will be a contract position responsible for providing in person mental health services including assessments, case management, rehabilitation services, crisis

management, and coordination with, or referral to, other service providers. The Mental Health Clinician will need to deliver therapeutic services to homeless, transient, and other high-risk clients who have mental health and/or substance abuse issues. This is a physically and mentally demanding role that requires assessments and services to be administered in the field during response calls through non-emergency dispatch or as identified by on-site observation on regular service routes. The details of the services and role of the Mental Health Clinician are outlined in Attachment A.

### Vehicle

To allow the Pilot MCU personnel to deliver their mission to provide aid to community members in crisis, staff is recommending the purchase of a dedicated MCU vehicle. Currently the City does not have existing available vehicles in the fleet that can be repurposed for the program due to both the special needs of the program and impacts to existing operations. Staff evaluated the option to lease the vehicle, but a purchase is necessary due to the vehicle modifications needed including, but not limited to, hazard lighting, decaling, communication electronics (radios and tablets), basic life support medical equipment storage, and seating for non-emergency transportation to appropriate care facilities.

Funding for this purchase was approved as part of the 2021-23 Financial Plan; however, the vehicle was not included as part of the adopted Capital Improvement Program (CIP) for fleet. Staff therefore requests Council approval to add the vehicle, which is considered a capital asset, to the CIP and the transfer of the applicable funding to the Capital Outlay fund.

To best suit the delivery of the Pilot MCU services, staff is recommending the purchase of Ford Transit Connect Van; staff has received a purchase quote utilizing cooperative purchase agreement pricing (Attachment B) that aligns with the existing budget.

If the Pilot MCU program is not continued (or is assumed by the County of San Luis Obispo or another agency) or is discontinued prior to the useful “life” of the vehicle it will be repurposed as a Fire Department support vehicle until it reaches its useful life or repurposed to meet other City needs.

### **Previous Council or Advisory Body Action**

On June 1, 2021, the City Council adopted the 2021-2023 Major City Goal for Housing and Homelessness, which included the Pilot Mobile Crisis Unit Pilot Program Implementation, among other activities.

### **Policy Context**

Major City Goals – Housing and Homelessness

*Strategy 3.10 – Mobile Crisis Unit Pilot Program Implementation*

- a. Pair a crisis worker with an Emergency Medical Technician (EMT) to provide non-emergency response and care to unhoused community members.

- b. Implement the program with the goals of reducing emergency dispatch of paramedics and law enforcement to community members who need non-emergency support.
- c. Engage with the County of San Luis Obispo in the implementation of pilot programs so that if it is successful, it can be scaled up and replicated across the region.

Per the 2021-23 Capital Improvement Program in the 2021-23 Financial Plan:

*CIP Definitions & Policies*

*A. CIP Project Amount: Construction projects and equipment purchases that cost \$25,000 or more will be included in the CIP. Minor capital outlays of less than \$25,000 will be included with the operating program budgets.*

*E. CIP Appropriation: The City's annual CIP appropriation for study, design, acquisition and/or construction is specific to the projects designated by the Council through adoption of the Financial Plan. Adoption of the Financial Plan CIP appropriation does not automatically authorize project contract expenditures and any expenses and purchases must conform to Municipal Code requirements. Spending approval generally occurs only after the preceding project phase has been completed. Accordingly, construction expenditure approvals are generally made when Council authorizes the release of the project plans and specifications for bidding. In that same action the Council authorizes a contract to be entered into if the project costs are within the budgeted amount*

**CONCURRENCE**

Consistent with several of the tasks associated with the City's adopted 2021-23 Major City Goal focused on Housing and Homelessness, this work effort represents a program that could be piloted and implemented regionally in other cities and unincorporated areas. The draft Request for Proposals (Attachment A) incorporates comments provided by the County of San Luis Obispo Health Agency's Behavioral Health Administrator to ensure streamlined service provision and enable easy adoption by the County should they decide to fund the City's program at a later date consistent with their mission and funding resources in support of community social services and health.

**ENVIRONMENTAL REVIEW**

The California Environmental Quality Act (SEQA) does not apply to the recommended actions in this report, because none of the actions constitute a "Project" under CEQA Guidelines Sec. 15378.

**FISCAL IMPACT**

Budgeted: Yes  
Funding Identified: Yes

Budget Years: FY2022

**Fiscal Analysis (RFP):**

<b>Funding Sources</b>	<b>Total Budget Available</b>	<b>Current Funding Request</b>	<b>Remaining Balance</b>	<b>Annual Ongoing Cost</b>
General Fund	\$105,335	\$105,335	\$0	\$105,355
State				
Federal				
Fees				
Other:				
<b>Total</b>	<b>\$105,335</b>	<b>\$105,335</b>	<b>\$0</b>	<b>\$105,335</b>

**Fiscal Analysis (Vehicle):**

<b>Funding Sources</b>	<b>Total Budget Available</b>	<b>Current Funding Request</b>	<b>Remaining Balance</b>	<b>Annual Ongoing Cost</b>
Capital Outlay Fund	\$31,000	\$31,000	\$0	\$1,500
State				
Federal				
Fees				
Other:				
<b>Total</b>	<b>\$31,000</b>	<b>\$31,000</b>	<b>\$0</b>	<b>\$1,500</b>

The 2021-23 Financial Plan allocated \$300,000 per fiscal year to launch and operate the Mobile Crisis Unit. The remaining funding that is not listed in the table will be used to fund a support EMT who will be paired for services with the Mental Health Clinician.

Ongoing total annual operating, maintenance and service costs for the vehicle are estimated at \$1,500, including fuel consumption, which can be absorbed in the approved operating budget for both Fiscal Year 2022 and 2023.

**ALTERNATIVES**

1. ***Provide direction regarding an amended RFP and continue authorization of the RFP to a date uncertain.*** This alternative is recommended if the City Council would like to review and consider major revisions to the RFP.

2. ***Provide direction regarding an amended RFP and authorize the RFP based on finalization and approval by the Community Development Director.*** This alternative is recommended if the Council provides direction resulting in minor revisions of the RFP.
3. ***Utilize an existing City fleet vehicle to be utilized as the Mobile Crisis Unit.*** This alternative is not recommended as funding for the vehicle purchase was previously approved as part of the 2021-23 financial plan and doing such would negatively impact operations of an existing City service.

#### **ATTACHMENTS**

- A – Draft Request for Proposals (RFP) MCU Mental Health Clinician
- B – Vehicle Quote, National Auto Fleet Group