

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2019 RES-579
Vote Required:		Ordinance Amendment No. _____
Majority <u>X</u>	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AWARDING CONTRACT TO FOCUS COUNSELING, INC
DCDHS - HAA DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Department of Human Services (DCDHS) Housing Access and Affordability (HAA) Division seeks to contract with Focus Counseling, Inc. for emergency staffing to provide case management, housing assistance, on-site programming, referrals to services and other housing support and services to individuals experiencing homelessness who are residing in hotels funded by the COUNTY and are considered at higher risk for contracting COVID-19 as determined by the Centers for Disease Control and Prevention.

Current Policy or Practice -

Contracts over \$100,000 require County Board approval.

Impact of Adopting Proposal -

Focus Counseling, Inc. will begin services April 1, 2020 with a high needs estimate for April and May of \$134,000. The need for these services will be evaluated monthly and will be continued as needed.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- _____ No Fiscal Effect
- _____ Results in Revenue Increase
- x Results in Expenditure Increase
- _____ Results in Revenue Decrease
- _____ Results in Expenditure Decrease

Budget Effect (check all that apply)

- X No Budget Effect
 - _____ Increases Rev. Budget
 - _____ Increases Exp. Budget
 - _____ Decreases Rev. Budget
 - _____ Decreases Exp. Budget
 - _____ Increases Position Authority
 - _____ Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services	\$134,000				State				
Capital					Other				
Total	\$134,000	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

Prepared By:

Agency:		Division:	
Prepared by:	Thomas Malone	Date:	3/30/2020
Reviewed by:	Chad Lillethun	Date:	3/30/2020
		Phone:	242-6477
		Phone:	242-6431