

Study Summary:

In February of 2021, the Ramsey County Board passed an ordinance establishing the Housing Stability Department to end homelessness and ensure every community member has a safe and secure place to live. The department is seeking to add an unclassified Deputy Director to its departmental structure to assist the Housing Stability Director in setting the department's overall vision and long-term direction.

The skillset of a Deputy Director is greatly needed as setting up a new department comes with significant complexities. The Deputy Director – Housing Stability will assist in managing critical stakeholder engagements and provide support with the department's Continuum of Care initiative to help combat homelessness and establish long-term housing programs for Ramsey County residents.

The work of the Housing Stability department has two primary areas of focus. The first area centers around county service consolidation. Before Housing Stability, each department providing homelessness services had different approaches to how they dealt with homelessness. Public Health, Workforce Solutions, Financial Assistance Services, Social Services, Community Corrections, Workforce Solutions and Veteran Services have direct connections to homeless residents. Coordinating and consolidating service delivery makes up the bulk of the work of Housing Stability. A Deputy Director – Housing Stability will provide management oversight and direction of service delivery and will have positional authority to assist the Director in making critical decisions.

The second area of focus for the Housing Stability department is the coordination of the Continuum of Care, which is a national alliance governed by the U.S. Department of Housing and Urban Development to end homelessness. The Continuum of Care (CoC) program promotes community-wide commitment to the goal of ending homelessness. The program provides funding for efforts by nonprofit providers and state and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families and communities by homelessness. The program promotes access to and improves utilization of mainstream programs by homeless individuals and families. The program optimizes self-sufficiency among individuals and families experiencing homelessness. The deputy director will assist in providing high-level oversight of this work and ensure that the management and distribution of resources is effectively managed to capitalize on .

Finally, there is an expectation that Ramsey County will lead efforts to provide wrap-around services to those experiencing homelessness. The Housing Stability Department has been asked to assume the responsibility of managing the St. Paul Opportunity Center, where Ramsey County has a service center obligation and a coordinated approach to delivering services and has also inherited the management of numerous amounts of grants and the need to establish an enhanced accounts payable model to accommodate transactions. The Deputy Director – Housing Stability will provide management support with these department initiatives.

The Human Resources Department followed its normal process for conducting the classification study, including:

- Meeting with management to identify the duties and responsibilities of the proposed Deputy Director - Housing Stability (Unclassified); and

- Reviewing the duties, responsibilities and qualifications and determining if any existing classification met the requirements.

The Human Resources Department classification study determined:

- The Housing Stability request for a Deputy Director – Housing Stability (Unclassified) is supported at the recommended classification level.
- The work of this position is necessary to assist the Director with Housing continuum initiatives tasked by the department to help combat homelessness and establish long-term housing programs for Ramsey County residents.
- The classification will report to the Director of Housing Stability.
- This request will not require a complement increase or an increase in funding.
- The department will reclassify a vacant position for this additional classification.
- The Deputy Director (Unclassified) classification meets the standards and criteria of the Personnel Act, Minnesota Statute 383A.286, Subd. 3.

Recommendation

Approve designation of the Deputy Director – Housing Stability position to unclassified service in accordance with Minnesota Statute 383A.286, Subd. 3.