

FY 2023-2024 BUDGET QUESTION
Response to Request for Information

DEPARTMENT(S): Austin Public Health

CBQ NO.: 231

REQUESTED BY: Qadri

DATE REQUESTED: 08/04/2023

DATE POSTED: 08/08/2023

REQUEST: Please provide an organizational chart for the Homeless Strategy Division and identify each position's key roles.

RESPONSE:

The organizational chart attached shows all regular positions – both general fund (12) and grant-funded (3, currently supported by ARPA). It does *not* include temporary positions. HSD currently has approximately fifteen temporary staff members carrying out a variety of activities, including staffing Northbridge Shelter, managing ARPA-funded contracts, and supporting shelter expansion efforts.

Homeless Strategy Officer: HSD Executive

Administrative Specialist: Supports the Homeless Strategy Officer, tracks and manages CAFS, PIRs, and CIURs. Other administrative responsibilities related to timekeeping, travel, purchasing.

Public Health Program Manager III: Supervises managers of the two standing HSD units, tracks and manages citywide ARPA spending related to homelessness, and oversees a team of 5-6 grant-funded or temporary staff members that are managing \$50M+ in ARPA contracts.

Public Health Social Service Funding Specialist – Grant Funded (2) Management of ARPA-funded social service contracts.

Planner Senior – Grant Funded Data analysis in support of contract management team, grants management and compliance for Northbridge.

Business Process Consultant, Sr Manages the Policy & Engagement Unit, which is charged with internal policy analysis and recommendations, participating in development of social service and housing solicitation packages, responding to council resolutions, legislative analysis, supporting FindingHomeATX collaborative, and partnering with internal and external stakeholders.

Business Process Consultant. Reports to the BPC Sr in the Policy and Engagement Unit. Carries out general planning and policy work both internal and external to the city, with special emphasis on production of documents for external audiences.

Senior Planner (2 positions) Reports to the BPC Sr in the Policy and Engagement Unit. Carries out general planning and policy work both internal and external to the city,

Public Health Program Manager II Managers the Programs and Coordination Unit, Chairs the Homeless Encampment Management Leadership Team, serves as SPOC for emergency response.

Public Health Program Manager I – Reporting to the Public Health Manager II, leads the City's efforts on public space management as relates to homeless encampments, coordinates identification and relocation of encampments served via the HEAL Initiative. Coordinates with 12 partner departments on cleanups, responds to constituent and stakeholder concerns, performs assessments of individual encampments.

Public Health Program Supervisor - Reporting to the Public Health Manager II, supervises all operations and (temp) staff at the Northbridge Shelter

Community Engagement Consultant- Reporting to the Public Health Manager II, leads all community engagement activities for the division, with a broad array of audiences including but not limited to people experiencing homelessness, individual residents, community organizations, homeless service providers, advocates other jurisdictions, and council offices.

Administrative Senior - Reporting to the Public Health Manager II, provides administrative support to the Programs and Coordination Unit, with particular focus on Northbridge Shelter.

