



CITY OF DEL REY OAKS

Staff Report

DATE: December 16th, 2025

TO: Honorable Mayor and Members of City Council

FROM: Chris Bourquin, Chief of Police

SUBJECT: Memorandum of Understanding(MOU) between the Del Rey Oaks Police Department and Community Human Services Street Outreach Program for Homeless Youth.

CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378 as it is an administrative activity of the City that will not result in direct or indirect physical changes in the environment.

Recommendation

Del Rey Oaks City Council approve the signing of the Memorandum of Understanding (MOU) between the Del Rey Oaks Police Department and Community Human Services Street Outreach Program for Homeless Youth.

Background & Summary

Community Human Services is a 501c(3) public nonprofit and Joint Powers Authority providing high-quality mental health, substance abuse, and homeless services to middle and low-income individuals and families in Monterey County, California. Our homeless services programs provide shelter, street outreach, housing assistance, and case management services for unaccompanied youth, women, and families with children experiencing homelessness in Monterey County. They have three Street Outreach Programs which include the Monterey Peninsula Street Outreach Program, Salinas Valley Street Outreach Program and South/North County Street Outreach Program. The goal of their Street Outreach Programs is to provide resources and aid to homeless youth up to the age of 24. The programs work to build trust and relationships with youth on the streets in a non-judgmental way with the ultimate goal of providing safe exits off the streets and into permanent housing. The Memorandum of Understanding (MOU) between Community Human Services Street Outreach Program for Homeless Youth and the Del Rey Oaks Police Department outlines a desire for a collaborative relationship between the program and the police department.

Fiscal Impacts

There are no fiscal impacts associated with the Memorandum of Understanding (MOU).

ATTACHMENTS:

1. Street Outreach Flyer
2. Safe Place Flyer – Monterey

Respectfully Submitted,

Chris Bourquin
Chief of Police



MEMORANDUM OF UNDERSTANDING (MOU)
Between
CHS' Street Outreach Program for Homeless Youth (CHS)
and
Del Rey Oaks Police Department (DROPD)

Effective Date: 12/10/2025

I. Purpose

A. This Memorandum of Understanding (MOU) outlines the collaborative relationship between Community Human Services' Street Outreach Program for Homeless Youth (CHS) and the Del Rey Oaks Police Department (DROPD). The purpose of this agreement is to formalize partnership practices, strengthen coordination of services, and support effective street outreach to homeless and at-risk youth. Through this collaboration, the parties aim to promote safety, improve client outcomes related to self-sufficiency and obtaining housing, and reduce adverse community impacts across Monterey County. The parties will enhance communication, streamline referrals, and engage in multidisciplinary activities serving youth up to age 24.

II. Background

- A. CHS is a nonprofit Joint Powers Authority (JPA) that has provided mental health services, homeless services, and substance use services throughout Monterey County since 1969 and maintains active working relationships with cities, the county, school districts, and law enforcement agencies across multiple jurisdictions.
- B. The Street Outreach Program for Homeless Youth builds relationships with homeless and at-risk youth and engages them in services that promote self-sufficiency, increased stability, healthier relationships, improved income and educational attainment, connection to applicable referrals, and support in obtaining housing.
- C. Partnerships with law enforcement jurisdictions are mutually beneficial and support improved client outcomes, stronger CHS program outcomes, enhanced police department outcomes, and broader community benefits across Monterey County.
- D. This MOU provides a standard framework to formalize collaboration with any police department and is informed by CHS's prior collaborative work with law enforcement through both formal and informal agreements.



III. Scope of Collaboration

A. Participation in Collaborative Meetings

- 1) Police Departments often host multidisciplinary meetings with service providers and other departments. Whenever available and appropriate, CHS will participate in these DROPD meetings, including case conferencing, outreach coordination meetings, and other forums that support service connection, youth safety, and coordinated outreach. Likewise, when CHS hosts multidisciplinary meetings, DROPD will participate whenever available and appropriate.

B. Partnership Expansion

- 1) CHS and DROPD will use reasonable efforts to strengthen, formalize, and expand collaborative practices across jurisdictions where working relationships exist or emerge, in alignment with shared goals and community needs.

C. Field-Based Collaboration

- 1) DROPD personnel may contact CHS when they encounter individuals who fall within CHS's service population, and CHS may contact DROPD when coordination would support youth safety or service connection. The parties will provide program information and support to one another through direct communication, case conferencing, presentations, outreach materials, and field-based engagement, as appropriate and when requested.

D. Mutual Referrals and Communication

- 1) When CHS encounters situations requiring DROPD involvement, CHS will contact DROPD consistent with safety protocols and applicable laws.
- 2) When DROPD encounters homeless or at-risk youth who may benefit from CHS services, DROPD will use best efforts to notify or refer these individuals to CHS when appropriate and legally permissible.
- 3) The parties will maintain regular communication to coordinate outreach, share non-confidential information, and resolve operational concerns.

E. Coordinated Outreach and Joint Activities

- 1) When appropriate and applicable, CHS and DROPD will collaborate during community outreach, youth engagement activities, and non-crisis interactions involving homeless youth, including joint field outreach or ride-along participation when suitable and permitted by DROPD policy.

F. Training and Information Sharing

- 1) CHS may provide DROPD with in-service training on CHS programs, referral processes, youth engagement strategies, and available community resources.



- 2) DROPD may provide CHS with information or training that supports safe and effective coordination.
- 3) Information may be shared through presentations, meetings, direct communication, and distributed materials.

IV. Confidentiality

- A. DROPD may contact CHS about individuals encountered in the community who appear to fall within CHS's service population. This does not violate confidentiality because such individuals are not CHS clients unless already enrolled. Once an individual becomes a CHS client, confidentiality laws apply, and CHS may only confirm or disclose information when legally permitted, such as when a mandated reporting obligation applies, when there is an imminent risk of serious harm, during a medical emergency, under a valid court order, or when another lawful exception exists. Information-sharing will occur in accordance with all applicable confidentiality laws to support coordinated outreach and youth safety. DROPD may share observations with CHS, while CHS will share client information only when legally permitted.
- B. Both parties will comply with all applicable confidentiality laws, including HIPAA, the HITECH Act, 45 CFR Parts 160 and 164, the California Confidentiality of Medical Information Act (CMIA), Welfare and Institutions Code 5328, and 42 CFR Part 2 when applicable.
- C. Protected Health Information (PHI), Personally Identifiable Information (PII), and other confidential client information will only be shared as permitted by law, including when including but not limited to client authorization or a legally recognized exception applies. This MOU does not authorize disclosure beyond what federal or state law allows.
- D. The parties may exchange non-confidential information, or information that does not identify a CHS client, to support coordinated outreach, youth safety, and service connection.
- E. Any unauthorized use or disclosure of confidential information will be promptly reported to the other party according to applicable federal and state requirements and each party's internal policies.
- F. Each party will ensure that staff involved in collaborative activities receive training on confidentiality requirements, including HIPAA, CMIA, WIC 5328, 42 CFR Part 2, mandated reporting obligations, and the expectations of this MOU.
- G. Third parties who may access confidential information must sign appropriate confidentiality agreements unless an existing agreement already governs their access.
- H. When confidentiality requirements differ, the more restrictive standard will apply.



V. Relationship of Parties

A. CHS and DROPD remain independent entities. This MOU does not create an agency, partnership, or employment relationship. Neither party may bind the other except as expressly stated. CHS staff do not act in a law enforcement capacity.

VI. Compliance

A. Both parties agree to comply with all applicable federal, state, and local laws, regulations, and relevant policies and procedures relating to the activities conducted under this MOU.

VII. Term and Termination

A. This MOU is effective on the date signed by both parties and remains in effect until modified or terminated by either party with 30 days written notice. Confidentiality obligations survive termination.

VIII. Authority

A. Each individual executing this MOU affirms that they are authorized to sign on behalf of their respective organization and that the agreement is binding according to its terms. Each party is responsible for obtaining any required internal approval before execution.

Community Human Services

**Del Rey Oaks Police Department
(DROPD)**

Name: _____

Name: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____



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SAFE PLACE YOUTH SERVICES

Drop-in/Resource Centers

Safe Place Navigation Centers in Salinas and Monterey provide central locations for homeless/runaway youth aged 18-24 to get resources to enable them to get off the streets and into school, jobs and permanent housing.

Monterey Safe Place provides emergency overnight shelter 7 nights a week for youth aged 18-24. Check-in between 7pm - 9pm/Check-out by 7am. No showers on-site. Breakfast, lunch, dinner prep items, clothing, hygiene products available.

Services

- Crisis Intervention
- Food, clothing, hygiene, first aid products, and other basic survival aid
- Linkages to housing, employment, education, and benefits
- Information and referrals to health, mental health, and substance abuse services as well as other community resources
- 24-HOUR HELPLINE: 831-241-0914

PROGRAM COST

Services are provided free of charge.

In English and Spanish

ABOUT CHS

Established in 1969, Community Human Services is a nonprofit agency dedicated to providing high quality mental health, substance abuse and homeless services to Monterey County residents to help them reach their full potential.

CONTACT

SAFE PLACE - Monterey

590 Pearl St.

Monterey, CA 93940


(831)373-4421


SAFE PLACE - Salinas


212 N. Main St.,


Salinas, CA 93901

(831)800-2668

 [chservicesmonterey](https://www.facebook.com/chservicesmonterey)

 [@CHS_Monterey](https://twitter.com/CHS_Monterey)

 [communityhumanservicesmonterey](https://www.instagram.com/communityhumanservicesmonterey)

 [community-human-services](https://www.linkedin.com/company/community-human-services)

COMMUNITY HUMAN SERVICES

P.O. Box 3076

Monterey, CA 93942-3076

(831) 658-3811

www.chservices.org



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SAFE PLACE SERVICIOS JUVENILES

Drop-in/Centros de Recursos

Los Centros de Navegación Safe Place en Monterey y Salinas son ubicaciones centrales para jóvenes huídos y sin hogar de 18-24 años para obtener recursos que les permitan salir de las calles y entrar a la escuela, empleos y vivienda perma y Monterey proporcionan ubicaciones centrales para jóvenes sin hogar/ fugitivos de 18-24 años para obtener recursos que les permitan salir de las calles y entrar a la escuela, empleos y vivienda permanente.nente.

Monterey Safe Place ofrece refugio de emergencia durante la noche 7 noches a la semana para jóvenes de 18-24 años. Entrada es entre las 7pm - 9pm/Salidas a las 7am. No hay manera de bañarse en el baño. Desayuno, almuerzo, artículos de preparación para la cena, ropa, productos de higiene disponibles.

Servicios

- Intervención de crisis
- Alimentos, ropa, higiene, productos de primeros auxilios y otras ayudas básicas para supervivir
- REferencias a servicios para la vivienda, el empleo, la educación y beneficios
- Información y referencias a servicios de salud, salud mental y abuso de sustancias, además de otros recursos de la comunidad
- Línea de crisis disponible 24 HORAS: 831-241-0914

COSTOS de PROGRAMA

Servicios se presentan de forma gratuitamente,
En inglés y español

ACERCA de CHS

Establecida en 1969, Community Human Services es una agencia sin fines de lucro dedicada a proporcionar servicios de salud mental, abuso de sustancias y servicios para personas sin hogar de alta calidad a los residentes del condado de Monterey para ayudarles a alcanzar todo su potencial.

CONTACTO

SAFE PLACE - Monterey

590 Pearl St.

Monterey, CA 93940

(831)373-4421


SAFE PLACE - Salinas


212 N. Main St.,


Salinas, CA 93901

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 @CHS_Monterey

 communityhumanservicesmonterey

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STREET OUTREACH

Programs for unaccompanied Homeless Youth Salinas Valley and Monterey Peninsula Street Outreach Programs provide resources and aid to homeless youth up to the age of 24, in Monterey County. The program works to build trust and relationships with youth on the streets in a non-judgmental way with the ultimate goal of providing safe exits off the streets and into permanent housing.

Services

- Crisis Intervention
- Food, clothing, hygiene, first aid products, and other basic survival aid
- Linkages to housing, employment, education, and benefits
- Information and referrals to health, mental health, and substance abuse services as well as other community resources
- 24-HOUR HELPLINE: 831-241-0914

PROGRAM COST

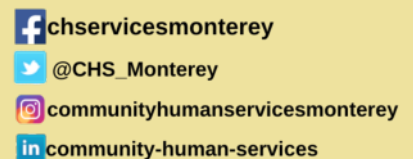
Services are provided free of charge.
In English and Spanish

ABOUT CHS

Established in 1969, Community Human Services is a nonprofit agency dedicated to providing high quality mental health, substance abuse and homeless services to Monterey County residents to help them reach their full potential.

CONTACT

SV-SOP
(831) 753-8553
MP-SOP
(831)373-4421



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STREET OUTREACH

Programas para jóvenes sin hogar no acompañados

Los programas de extensión del Valle de Salinas y de la Península de Monterey proporcionan recursos y ayuda a jóvenes sin hogar del Condado de Monterey, hasta los 24 años de edad. El programa trabaja para generar confianza y relaciones con los jóvenes en las calles de una manera sin prejuicios con el objetivo final de proporcionar salidas seguras fuera de las calles y en una forma de vivienda permanente.

Servicios

- Intervención de crisis
- Alimentos, ropa, higiene, productos de primeros auxilios y otras ayudas básicas de supervivencia
- Vínculos con la vivienda, el empleo, la educación y beneficios
- Información y referencias a servicios de salud, salud mental y abuso de sustancias, además de otros recursos de la comunidad
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COSTOS de PROGRAMA

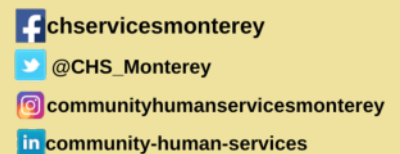
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