

**To:** Sonoma County Board of Supervisors

**Department or Agency Name(s):** Human Services

**Staff Name and Phone Number:** Angela Struckmann, 565-6990 and Cristin Tuider, 565-8504

**Vote Requirement:** Majority

**Supervisory District(s):** Countywide

**Title:**

Human Services Department Contracts for Fiscal Year 2022-2023

**Recommended Action:**

- A) Authorize the Director of the Human Services Department to execute 23 contracts to deliver Adult and Aging, Economic Assistance, Employment and Training, and Family, Youth and Children's Services to the community, as listed on Attachment A, for a total amount of \$13,950,080. All contract terms are July 1, 2022, through June 30, 2023, with the exception of the agreement with Conservation Corps North Bay for the Sonoma County Youth Ecology Corps, which has a term of June 10, 2022, to June 9, 2023.
- B) Authorize the Director of the Human Services Department to execute an amendment to the contract with BIT California LLC to provide California Information Network (CalWIN) printing services, increasing the total amount by \$500,000 for a new total amount of \$2,371,000 and extending the term to September 15, 2023.
- C) Authorize the Director of the Human Services Department to amend and execute the following contracts funded by the California Department of Aging in order to accept anticipated revenue that does not increase the amount of the contract by more than \$100,000 from the original amount and does not significantly change the scopes of service: Sonoma County Area Agency on Aging contracts with Council on Aging, North Coast Opportunities, Petaluma People Services, and Senior Advocacy Services.
- D) Authorize the Director of the Human Services Department to amend and execute the contracts listed here in order to accept unanticipated revenues that do not increase the amount of the contract by more than \$50,000 from the original amount and do not significantly change the scopes of service: Economic Assistance Division contract with United Way of the Wine Country for CalFresh and 211 services; Employment & Training Division contracts with Conservation Corps North Bay for the Sonoma County Youth Ecology Corps, Social Advocates for Youth for the My Pathway Program, and Interfaith Shelter Network for the Housing and Disability Advocacy Program; and Family, Youth and Children's Services Division contracts with California Parenting Institute for child abuse prevention services, Community Child Care Council of Sonoma County for the Emergency Child Care Bridge program, Interfaith Shelter Network for temporary housing for foster youth and families, and Seneca Family of Agencies for the Sonoma Marin Family Urgent Response System.

(Majority Vote required)

**Executive Summary:**

The Human Services Department (HSD) requests authority to execute contracts for services with community-based organizations as listed on Attachment A. Depending on the funding amount, the Department procures client services every 3 to 4 years, either through a competitive Request for Proposal process or under the authority of the Department Head or Purchasing Agent to provide a broad range of services to HSD clients for programs such as job search services, housing support, services to young adults and foster youth, child welfare programs, adult and child abuse prevention, and programs for seniors.

All funding for contracted services is in support of state and federal mandates and is consistent with the objectives of the Human Services Department to protect vulnerable children and adults and promote maximum independence and well-being for county residents. HSD's community partners have adapted the provision of services to our most vulnerable residents during the pandemic, and will continue to do so as needed and in the safest and most effective way possible going forward. Contracts are executed in the standard Counsel-approved template, include language that obligates the County only to the extent funding is available, and allow for amendment to reduce or terminate the contract in the event that any anticipated funding is reduced or eliminated.

Each contract was procured using County and funder requirements and in support of [safety net contracting principles](#) by providing essential services in every community across the County and serving some of the County's most vulnerable residents. Additionally, each scope of work describes the services to be delivered, data collection, and funder-required outcome measures. HSD has implemented the Results-Based Accountability framework for planning, reporting, and monitoring of performance measures in each service that was procured for Fiscal Year 2022-2023 and will continue to include the RBA framework for all upcoming procurements conducted by the Department.

HSD is committed to providing services that lead to healthy and safe communities, racial equity and social justice in support of Sonoma County's Strategic Plan.

**Discussion:****Human Services Department Contracts**

The Human Services Department will execute a total of 23 contracts for community-based services totaling \$13,950,080 that require Board of Supervisor approval. A summary of the contracts requiring Board approval is listed below by division and in Attachment A; this list also indicates which contracts incorporate Results Based Accountability plans. A subset of FY 2022-2023 contract awards was competitively procured prior to HSD's full implementation of RBA requirements and therefore do not include RBA plans; however, these contracts will be updated to incorporate the RBA framework when they are competitively procured in future years as part of their respective 3-4 year cycles. The procurement method for each is listed in Attachment B. Attachment C organizes contract totals by provider, since a provider may have

multiple contracts with the Department, and Attachment D includes a breakdown by specific funding source.

### **Adult & Aging Division (\$3,052,696)**

The Adult & Aging Division works with individuals and the community to ensure the safety and well-being of vulnerable adults by providing protective and supportive social services to older adults, veterans, and persons with disabilities.

Area Agency on Aging Program – The Area Agency on Aging (AAA) contracts with community partners to provide senior services, such as adult day care, case management, legal services, transportation, ombudsman, congregate and home-delivered meals, caregiver support and respite, medication management, and the Health Insurance Counseling and Advocacy Program (HICAP). The Board of Supervisors has approved an ongoing General Fund allocation of \$250,000 to support local nutrition programs for seniors which is included in the agreements with Council on Aging and Petaluma People Services Center.

Due to the federal and state funding cycles, the California Department of Aging amends funding multiple times during each fiscal year for existing and expanded senior services. When additional funds are allocated to the Sonoma County AAA, it is imperative that there be flexibility to modify contract funding to service providers expediently in order to ensure continuity of services. The AAA requests authorization for the Director of the Human Services Department to amend and execute the contracts listed below to accept anticipated and any unanticipated revenues that do not significantly change the scope of services or increase the amount of the contract by more than \$100,000 from the original contract amount.

Each of the following contracts is for one fiscal year – July 1, 2022, to June 30, 2023:

- Council on Aging Services for Seniors (\$1,648,561) for adult day care, congregate and home delivered meals, nutrition education, and case management services.
- North Coast Opportunities (\$190,000) for the Family Caregiver Support Program to provide support and respite services for family caregivers.
- Petaluma People Services Center (\$431,507) for adult day care, congregate and home delivered meals, nutrition education, disease prevention and health promotion, transportation, and mobility management and education.
- Senior Advocacy Services (\$782,628) provides advocacy services through the Ombudsman program and HICAP for seniors over age 60 residing in long-term care facilities, and support regarding health insurance and Medicare applications.

### **Economic Assistance Division (\$216,808)**

The Economic Assistance Division of the Human Services Department helps obtain medical care for low income families through the Medi-Cal program, food through the CalFresh program, and General Assistance to disabled or low income and unemployed individuals.

The following contract is for one fiscal year – July 1, 2022, to June 30, 2023:

- United Way of the Wine County (\$216,808) for CalFresh outreach and assistance with applications, and 2-1-1 referrals. Due to the federal and state funding cycles, the CalFresh funding may change. If additional funds are allocated, it is imperative that there be flexibility to modify contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with United Way of the Wine County that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.

### **Employment and Training Division (\$3,056,918)**

The Employment and Training Division oversees SonomaWORKS, funded by the California Department of Social Services with Temporary Assistance to Needy Families funding, and Job Link and youth programs funded by the Workforce Innovation & Opportunity Act (WIOA). The SonomaWORKS program is designed to help those receiving cash assistance get training, job readiness and retention support, and help in overcoming barriers that prevent them from obtaining a job in order to get off of cash assistance and progress to self-sufficiency. WIOA provides funding for job search, job training, Job Link, and youth services.

The following contract is for one fiscal year – June 10, 2022, to June 9, 2023:

- Conservation Corps North Bay (\$775,349) provides summer and year-round crew work for youth and young adults enrolled in the Sonoma County Youth Ecology Corps (SCYEC) program. The SCYEC solicits funding from investing project hosts to support the program and provide for crew work to public agencies as needed. Program revenue is generated throughout the fiscal year. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Conservation Corps North Bay that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.

Each of the following contracts is for one fiscal year – July 1, 2022, to June 30, 2023:

- Goodwill Industries of the Redwood Empire (\$1,263,500) providing job readiness and employment services to participants enrolled in the SonomaWORKS program.
- Interfaith Shelter Network (\$457,849) for the provision of transitional housing and case management services for Housing and Disability Advocacy Program (HDAP) and SonomaWORKS Housing Support Program (HSP) clients. Due to the federal and state funding cycles, the California Department of Social Services HDAP funding may change. If additional funds are allocated, it is imperative that there be flexibility to modify contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Interfaith Shelter Network that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.

- Social Advocates for Youth (\$560,220) for the My Pathway Program providing youth and young adults education and employment services. Due to the federal and state funding cycles, WIOA funding for this contract may change. To ensure flexibility to modify contract funding expediently and for continuity of services, HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Social Advocates for Youth that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.

### **Family, Youth & Children's Division (\$7,623,658)**

The Family, Youth and Children's Division ensures the safety and well-being of children and youth by providing families with the resources they need to prevent the removal of their children or assist in the return of children to the home, provides support and care of children in foster care, and supports the safety of children in the community.

Each of the following contracts is for one fiscal year – July 1, 2022, to June 30, 2023:

- California Parenting Institute (\$264,798) for the Parent Mentor program.
- California Parenting Institute (\$688,801) providing client support services including parent education, supported visitation, and resource assistance.
- California Parenting Institute (\$400,308) for child abuse prevention services including in-home parent education and coaching, resource assistance and case management, and in-home therapy and behavior support. Due to the state funding cycles, the California Department of Social Services may allocate additional funds to child abuse prevention services. If more funds are allocated, it is imperative that there be flexibility to modify contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with California Parenting Institute that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.
- Community Child Care Council of Sonoma County (\$140,544) for child care support for foster children through State Senate Bill 89 that establishes the Emergency Child Care Bridge program for foster children. Due to the state funding cycles, the California Department of Social Services may allocate additional funds to the Child Care Bridge program. If more funds are allocated, it is imperative that there be flexibility to modify contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Community Child Care Council that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.
- Interfaith Shelter Network (\$1,322,673) to provide temporary housing for foster youth and families and assistance with securing permanent housing. Due to the state funding cycles, the California Department of Social Services may allocate additional funds to the program. If more funds are allocated, it is imperative that there be flexibility to modify

contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Interfaith Shelter Network that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount

- Seneca Family of Agencies (\$2,134,000) to provide Wraparound services, including parenting support and skill development, coaching, school support, and respite in and out of the home, for families with children at risk of going to a high-level group home placement or stepping down from a high-level group home placement.
- Seneca Family of Agencies (\$150,000) to assist youth in identifying relatives and other caring adults that can provide support to them on an ongoing basis.
- Seneca Family of Agencies (\$155,000) to provide child abuse prevention wrap around services.
- Seneca Family of Agencies (\$703,609) for the Sonoma Marin Family Urgent Response System (FURS) providing support to caregiver families, foster youth, and former foster youth through a toll-free statewide telephone hotline available 24/7 and a corresponding local in-person mobile response during crisis. Due to state funding cycles, the funding for the FURS program may change. If additional funds are allocated, it is imperative that there be flexibility to modify contract funding expediently in order to assure continuity of services. HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Seneca Family of Agencies that does not significantly change the scope of services or increase the amount of the contract by more than \$50,000 from the original contract amount.
- Social Advocates for Youth (\$150,000) for temporary housing and support for youth who are coming back into or remaining in the foster care system after age 18.
- TLC Child & Family Services (\$680,800) for transitional housing and assistance for youth transitioning out of foster care.
- TLC Child & Family Services (\$200,000) for functional family therapy services.
- V.O.I.C.E.S. Sonoma (\$287,000) to deliver the Independent Living Skills Program that provides independent living skills to foster and emancipated youth ages 16 to 24.
- Wayfinder Family Services (\$346,125) for the Kinship Program to provide resource assistance for foster and non-foster families raising both foster youth and relative children.

#### **HSD Contract Amendment**

- Amendment number 1 to the current contract with BIT California LLC adds \$500,000 to the current agreement for a new amount of \$2,371,000 and extends the term to September 15, 2023. This agreement provides for California Information Network (CalWIN) printing services, meeting the requirements for written, timely notice to benefits clients, a critical requirement of the eligibility process. In late Summer 2023, CalWIN will transition to the new California Statewide Automated Welfare System (CalSAWS). The selected vendor for CalSAWS will be required to include printing and mailing services.

**Strategic Plan:**

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective

**Pillar:** Healthy and Safe Communities

**Goal:** Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

**Objective:** Objective 2: Identify gaps in the Safety Net system of services and identify areas where departments can address those gaps directly, and seek guidance from the Board when additional resources and/or policy direction is needed.

**Prior Board Actions:**

The Board of Supervisors has annually approved funding and service contracts for the programs included in this item.

June 8, 2021 – Approved \$15,574,626 in funding for Human Services Department contracts.

June 3, 2020 – Approved \$12,662,263 in funding for Human Services Department contracts.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 21-22 Adopted</b>	<b>FY22-23 Projected</b>	<b>FY 23-24 Projected</b>
Budgeted Expenses		\$14,450,080	
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$14,450,080</b>	
<b>Funding Sources</b>			
General Fund/WA GF		\$250,000	
State/Federal		\$13,310,445	
Fees/Other		\$889,635	
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>		<b>\$14,450,080</b>	

**Narrative Explanation of Fiscal Impacts:**

The Human Services Department's proposed FY 2022-23 budget includes funding for the requested contracts (\$13,950,080) and the requested contract amendment (\$500,000) for a total of \$14,450,080. Of the total, \$250,000 was earmarked by the Board to be paid for from General Fund for Senior Nutrition. See Attachment A for full details. The different funding sources used to finance these contracts are summarized in Attachment D.

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

None

**Attachments:**

Attachment A – Human Services Department Contracts

Attachment B – Human Services Department Procurement Method by Contract

Attachment C – Human Services Department Contracts by Contractor

Attachment D – Human Services Department Contracts by Funding Source

**Related Items "On File" with the Clerk of the Board:**

Service Provider Contracts and Amendment