



## SUMMARY REPORT

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**Agenda Date:** 6/8/2021

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**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

**Supervisorial District(s):** Countywide

**Title:**

Human Services Department Contracts

**Recommended Action:**

- A) Authorize the Director of the Human Services Department to execute 30 contracts to deliver Adult and Aging, Economic Assistance, Employment and Training, and Family, Youth and Children services to the community, as listed on Attachment A, for a total amount of \$15,574,626. Contract terms vary from one fiscal year up to three fiscal years as listed below. (Majority Vote required)
- B) 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: The Planning, Research, Evaluation and Engagement Unit's contract with Sidekick Solutions; Sonoma County Area Agency on Aging contracts with Council on Aging, North Coast Opportunities, Petaluma People Services, and Senior Advocacy 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, California Human Development Corporation for One Stop Operator Services, and Interfaith Shelter Network for the Housing and Disability Advocacy Program; and Family, Youth and Children's Services Division contracts with ALC Schools for transportation 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 various contracts for services with community-based organizations and other agencies identified 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 2021-2022.

HSD is committed to providing services that lead to healthy and safe communities and 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 30 contracts for a total of \$15,574,626 that require Board of Supervisor approval. Community-based services for clients total \$14,535,801 of the total amount. The remaining funds are for data analysis and program evaluation. A summary of the contracts requiring Board approval is listed below by division and in Attachment A. 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.

##### **Administrative Services - Planning, Research, Evaluation and Engagement (\$426,825)**

The Planning, Research, Evaluation and Engagement unit offers support and services for program improvement, including evaluation support in the form of data collection and analysis for programs and projects across HSD's divisions, as well as engagement with the community, local partners and organizations. Apricot software is used to evaluate the following programs: Violence Prevention Partnership, Keeping Kids in School, Road to the Early Achievement and Development of Youth, the Upstream Investment Initiative, and future pilot programs; Family, Youth and Children's Services (FY&C) referral, referral feedback, and internal program functions; and the Employment & Training Housing Support Program case management and housing outcomes system.

The contract is for three fiscal years - July 1, 2021 to June 30, 2024:

Sidekick Solutions, LLC (\$426,825) for Apricot software customization for program evaluation. This agreement supports program evaluation efforts by HSD, First 5 Sonoma County, and Sonoma County Probation. As these efforts grow and evolve over the term of the agreement, HSD requests authorization for the Director of the Human Services Department to amend and execute the contract with Sidekick Solutions, LLC 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.

##### **Adult & Aging Division (\$2,365,361)**

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 (\$2,365,361) - The Area Agency on Aging (AAA) contracts with community partners to provide senior services, such as adult day care, Alzheimer's 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 will be included along with additional funding from the California Department of Aging, in the first contract amendments for Council on Aging and Petaluma People Services Center.

Due to the federal and state funding cycles as well as emergency funding as a result of the COVID-19 pandemic, the California Department of Aging periodically amends funding 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 \$50,000 from the original contract amount.

Each of the following contracts is for one fiscal year - July 1, 2021 to June 30, 2022:

Council on Aging Services for Seniors (\$1,103,245) 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 (\$310,968) for adult day care, congregate and home delivered meals, nutrition education, transportation, and case management services.

Senior Advocacy Services (\$761,148) 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 (\$516,808)**

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, 2021 to June 30, 2022:

United Way of the Wine County (\$216,808) for CalFresh outreach and assistance with applications, and 2-1-1 referrals.

The following contract is for three fiscal years - July 1, 2021 to June 30, 2024:

Redwood Empire Food Bank (\$300,000) for CalFresh outreach and application assistance.

### **Employment and Training Division (\$4,846,681)**

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.

Each of the following contracts is for one fiscal year - July 1, 2021 to June 30, 2022:

Goodwill Industries of the Redwood Empire (\$1,263,500) providing job readiness and employment services to participants enrolled in the SonomaWORKS program.

Social Advocates for Youth (\$516,458) 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.

Interfaith Shelter Network (\$344,496) for the provision of transitional housing and case management services for the 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.

California Human Development Corporation (\$500,000) for One-Stop Operator Services in support of the countywide workforce system, including service delivery and navigation services. Due to the federal and state funding cycles, WIOA funding for this contract may change. If additional funds are allocated or if grant funding becomes available, 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 Human Development Corporation 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.

The following contract is for one fiscal year - June 10, 2021 to June 9, 2022:

- Conservation Corps North Bay (\$710,227) 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:

The following contract is for two fiscal years - July 1, 2021 to June 30, 2023:

Young Women's Christian Association of Sonoma County (\$300,000) for Domestic Abuse Services for

SonomaWORKs clients, including those receiving housing assistance.

The following contracts are for three fiscal years - July 1, 2021 to June 30, 2024:

Exemplar (\$612,000) for performance management tools to improve SonomaWORKs client outcomes including mandated program participation rates.

Sonoma County Junior College District (\$600,000) for support to SonomaWORKs clients enrolled at Santa Rosa Junior College.

**Family, Youth & Children's Division (\$7,418,951)**

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, 2021 to June 30, 2022:

ALC Schools, LLC (\$110,000) to provide transportation services for foster youth to their home school and to other activities that support foster youth placed in out of home care. As it is difficult to anticipate transportation needs, Human Services is requesting that the Board authorize the Director of Human Services to execute future amendments that do not significantly change the scope of services or increase the cost more than \$50,000 from the original contract amount.

California Parenting Institute (\$217,562) for the Parent Mentor program.

California Parenting Institute (\$643,261) providing visitation, resource assistance and parenting support.

California Parenting Institute (\$365,000) for a Case Management and Resource Assistance program, and an In-Home Parenting Support and Education program.

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.

Interfaith Shelter Network (\$1,038,677) to provide temporary housing for foster youth and families and assistance with securing permanent housing.

LifeWorks of Sonoma County (\$135,373) for time-limited, evidence-based therapeutic treatment to specifically address child welfare concerns and issues.

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 up to 60 families with children at risk of going to a high-level group home placement or stepping down from a high-level group home placement. The Wraparound program uses foster care funding that would normally pay for a youth to reside in a high-level group home which costs \$10,324 to \$11,704 per month per youth, and instead directs a portion of that funding to the service provider to try and prevent the need for such placements.

Seneca Family of Agencies (\$151,000) to assist youth in identifying relatives and other caring adults that can provide support to them on an ongoing basis.

Seneca Family of Agencies (\$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.

V.O.I.C.E.S. Sonoma to deliver the Independent Living Skills Program (\$287,000) 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.

The following contract is for two fiscal years - July 1, 2021 to June 30, 2023:  
California Parenting Institute (\$316,000) for Resource Family Training services.

**Prior Board Actions:**

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

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

June 10, 2019 - Approved \$12,280,623 in funding for Human Services Department contracts.

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 20-21 Adopted</b>	<b>FY21-22 Projected</b>	<b>FY 22-23 Projected</b>
Budgeted Expenses		\$14,005,576	\$937,650
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$14,005,576</b>	<b>\$937,650</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal (including Realignment)		\$13,069,729	\$937,650
Fees/Other		\$935,847	
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>		<b>\$14,005,576</b>	<b>\$937,650</b>

**Narrative Explanation of Fiscal Impacts:**

The Human Services Department's proposed FY 2021-22 budget includes funding for the requested contracts (\$15,574,626 - See Attachment A for full details). The different funding sources used to finance these

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**Agenda Date:** 6/8/2021

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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